

Board of Commissioners
Minutes
August 2, 2023

The Commission meeting convened at 12:00PM in the meeting room at the North Conway Water Precinct, 104 Sawmill Lane North Conway, NH.

The following were present:

Commissioner James Umberger

Fire Chief Chad McCarthy

Commissioner Deborah Fauver

Recording Secretary Hannah Andersen

Commissioner Suzanne Nelson via telephone

Superintendent Jason Gagnon

Call Meeting to Order

Meeting called to order at 12:00PM by Commissioner Umberger.

Minutes

Motion of Commissioner Fauver and seconded by Commissioner Nelson to approve Public Meeting Minutes from July 19, 2023 Public Meeting and the Non-Public Meeting Minutes from July 19, 2023.

Motion carried by 3-0-0 voice vote.

Fire Department

Membership:

40

Personnel:

No change.

Training:

Department Training: Dale Hamilton's retirement party, 5 pm at station, 6:30 pm at Alpine (Cranmore)

Dale has served the Fire Department for 60 years!

Engine 3 Training: Single engine blitz attack.

Rescue Training: EMS skill station / Cardiac station.

Department Activities:

Place of assembly inspections and life safety inspection on going.

The radio for Cranmore is all installed and work good right now.

Emergency Calls:

The fire department has responded to 149 calls for the month of May 2023.

The fire department has responded to 175 calls for the month of July 2023.

The department has responded to 906 calls year to date for 2023.

Apparatus / Trucks:

Engine 1 is back in service.

The old rescue truck is sold. I have the bill of sale and checks in hand.

Cash will be held in the General Fund until Annual Meeting when we have a vote at Annual Meeting to deposit into the Fire Equipment Capital Reserve.

Suzanne would like to see the budget reports by the end of June.

Equipment Issues:

No Change

Purchase for New Equipment:

No new equipment

Commissioners Reports / Superintendent Report

Project Status

Asset Management – Energy Efficiency Grant

At the ZBA meeting on July 19th, the ZBA indicated that they were very unlikely to grant the waiver to allow the solar panels to be on private property within the floodplain. As a result, we have withdrawn the Precinct's application.

This is an important project that brings in a significant amount of state and federal funding and has long term benefit in the form of reduced electricity costs for the Precinct. After considering our options to move the project forward, the best option may be for the Precinct to purchase the land on which the solar panels will reside. If the Precinct owns the property, it is exempt from zoning.

I have had preliminary conversations with Justin Hussey, the landowner, about this possibility. Justin has indicated he could consider selling us the strip of land where the panels would be located. Today I would like to open discussion on whether this was something the Commission would like me to pursue. If it is, I will likely look at many different options for land purchase, given that this land is so close to our Well 2.

There was a discussion about the options available for purchasing a strip of the Hussey Farmland to be able to put the panels up. Jason will be continuing conversations with ReVision Energy and Government Outlets to determine what options are and what makes the most sense for the Precinct.

Asset Management – Traditional Asset Management

No update.

Landfill Leachate

No change.

Finalizing review of RFQ submissions and have interviews in September.

Sludge Dryer

No change.

Saco River Erosion

The Saco Erosion project just missed the cut for the 2023 CWSRF funding list. While certainly a setback, it is a very minor one. The project had been on the "storm water" funding track previously, but funding for this track was much more limited than originally expected. In conversations with NHDES, our application for next year will be on the wastewater track – a much larger pot of money from which to draw. This also provides us with additional time to continue working with other agencies (FEMA, NRCS, etc.) to try and bring in additional funding for the project to further reduce the cost.

WWTF Aeration Upgrades

No change.

Cranmore-Artist Falls Water Main

We have the final approval from the Cranmore condo association. If I have the signed document in time for Wednesday's meeting it can be countersigned then. We'll begin preparing to have the work to install the water main in the easement done soon. First step is to get final pricing from the contractor.

Country Road Sewer

No change.

Pine Hill Franchise Area

From last report: We have received the last bit of clarification on the Pine Hill Franchise Area from the developer. All utilities will be installed to Precinct specifications. Although there is uncertainty whether or not the Town will accept the roadways as Town owned/maintained, it is my recommendation that the Precinct accept ownership of the water main within the road ROWs (Eastman Road, Bonita's Way) just like we would for watermain within any Town road. This includes the service laterals up to the curb stop within the ROW. It is also my recommendation that we do the same for the sewer mains and the central sewer pump station. The primary reason for accepting ownership of these utilities is so that the Precinct can maintain control over their use. There is still undeveloped land that will be served by these utilities, and it is important that the Precinct has some level of control over the who/what/where/how of future development and connections.

Needs a vote at some point to accept ownership contingent upon work being completed to Precinct Specifications.

Intervale Land Purchase

We are moving through the closing process. No closing date identified yet.

Tentative Closing Date of August 15th.

Cell Tower

No change.

Water Operator & Admin Hiring

I am pleased to announce that we have hired Gregg Richardson as Water Operator. Gregg's first day will be Monday August 7th and we look forward to having him join our team. As a reminder, Alexis Wagoner's first day is tomorrow.

Sewer Maintenance Agreement

The new Hilton Garden Inn has requested a waiver from NHDES to use the existing 6" sewer stub for their new service. Because NHDES regulations require an 8" service, the Precinct is required to give the OK if a waiver is to be granted. The Precinct's attorney prepared a maintenance agreement for the hotel owners to sign, in which they accept all responsibility for cost should the 6" service plug and require maintenance. The hotel owners have signed the agreement.

The Commissioners will be having a meeting with Legal Counsel on Monday, and they will hold off on signing the agreement until after they have met with Counsel.

Lower Bartlett Sewer

I have prepared a DRAFT IMA for LBWP based on the CVFD IMA. We will review with the Precinct's attorney on Monday before bringing any proposal forward to LBWP.

Sawmill Lane

The design plans for the proposed "Residences at Saco River", the residential housing development proposed across the railroad tracks on the old movie theater site, show one entrance to the development from Route 16 (shared with Saco River Campground) and one onto Sawmill Lane (just east of the railroad crossing). There is a hearing on August 10th with the Conway Planning Board to reconsider the approval condition of requiring a gate at this location.

Jason will gather information from the property owner to determine what the maintenance agreement is for Sawmill Lane and how it may need to look different with the incoming residences.

ISO Flow Testing

Next Tuesday, August 8th, Precinct staff will be doing hydrant flow testing across the entire Precinct with ISO.

New Business

Motion of Commissioner Fauver and seconded by Commissioner Nelson to establish a Recreational Use Committee to make advisory recommendations to the Commissioners for a comprehensive recreational use plan for Precinct lands.

Motion carried by a 3-0-0 voice vote.

Signing of Checks

Motion of Commissioner Umberger and seconded by Commissioner Fauver to ratify checks signed out of session:

- a) Accounts Payable Checks dated 08/3/2023
- b) Payroll checks dated 08/03/2023

Motion carried by 3-0-0 voice vote.

Adjourn

Having nothing further to come before this public meeting, motioned by Commissioner Fauver seconded by Commissioner Nelson to adjourn this public meeting at 12:51 PM.

Motion carried by 3-0 voice vote.

Respectfully,



Hannah Andersen
Recording Secretary