

Board of Commissioners
Minutes
February 1, 2023

The Commission meeting convened at 4:30PM. in the meeting room at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH.

The following were present:

Commissioner John Santuccio	Robert T. Anderson
Commissioner Suzanne Nelson	Paul Degliangeli
Commissioner Robert F. Porter	Andrew Smith
Superintendent Jason Gagnon	Amy Snow
Fire Chief Chad McCarthy	Michael Degrigorio
Recording Secretary Hannah Andersen.	Steve Bamsey
	Bruno Vallieres

Call the Meeting to Order

Meeting called to order at 4:30PM by Commissioner Santuccio.

Motion of Commissioner Nelson and Seconded by Commissioner Porter to take the agenda out of order to meet with the Conway Village Fire District.

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

There was a discussion about the potential disbanding of the Conway Village Fire Department and what that may look like. The CVFD budget Hearing is on February 14th and that will be the last time disbanding will be talked about in generalized terms. They've prepared two budgets; one for continued operations and one for if they disband. If the District votes to dissolve, it would be effective on January 1, 2024 and the Town would absorb the Conway Village Fire District.

There was a long discussion about whether Conway Village is responsible for sharing the cost of Septage Disposal. NCWP's stance is that CVFD is responsible for sharing the cost, because septage disposal has always been covered in the budget of the IMA. CVFD does not believe that the District should have to absorb the cost of Septage Disposal because they believe the reason the Precinct had to increase the expense so much is because the Precinct is accepting too much septage. The groups were not able to come to consensus and will make moves to arrange a mediated discussion. There is a need for increased communication between the boards about the projects that are necessary for the Precinct to maintain the facilities of Wastewater Treatment Facility.

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to adopt the Public Meeting Minutes from January 18, 2023 and the Non-Public Meeting Minutes from January 18, 2023.

Motion carried by 3-0-0 voice vote.

FIRE DEPARTMENT

Membership:

42 Members

Personnel:

1 member on leave at this time.

Training:

Department Training: Fire alarm systems operation and function

Engine 1 & Engine 3 Training: engine companies will swop trucks and set up a pump relay.

Rescue Training: EMS skill stations

Department Activities:

Work on the new budget still ongoing.

Member Chris Greenwood has passed his EMT class.

Conducted a fire alarm and sprinkler test at the new Fairfield Inn & Suites by Marriott last Thursday and every went good.

We had a snowmobile accident on Monday and it went very well.

Plans review, Place of assembly inspections and life safety inspection on going.

Emergency Calls:

The fire department has responded to 121 calls for the month of December 2022.

The fire department has responded to 115 calls for the month of January 2023.

The department has responded to 115 calls year to date for 2023

Apparatus / Trucks:

No change on the new rescue truck.

Equipment Issues:

Found 2 leaks in the roof of the station and had Skyline Roofing here to repair.

Purchase for New Equipment:

No change.

Commissions Report/Superintendent's Report

Water Vacancy

We have interviewed a candidate that I would like to bring forward to hire. We will discuss details in non-public, then you may vote to hire after that if you wish.

Project Status

Asset Management – Energy Efficiency Grant

Submissions for the Well 2R solar array RFP are due February 10. Following that, we'll have a solid budget number to include in an updated warrant article and the water budget. At the NEWEA

conference, I spent some time speaking with NHDES energy efficiency staff. They believe that the NHDES grant will cover 50% of the full cost and that the Federal Direct Payment will cover 30% of the full cost, leaving the Precinct with only 20% to pay. I still want to do more work to verify this – it seems too good to be true and I question the ability to have “grant on grant”. All the Inflation Reduction Act policies are still new so there will likely be some additional interpretation needed.

Sludge Dryer

No change. I have heard back from the USFS representative and they are ready to dive in and help us with technical assistance on the wood boiler project. My hope is to get that rolling in the next couple of weeks.

Saco River Erosion

No change – SRF loan application is in process and nearly complete. STILL waiting for information from NHDES / DWGTF in order to complete.

WWTF Aeration Upgrades

Wastewater staff and I have been working with Wright-Pierce as they begin their design work.

WWTF HVAC Loft

No change.

Cranmore-Artist Falls Water Main

I have started a conversation with the new owner of the parcel just west of Cranmore about a possible easement for the water main. This would allow us to tap into the existing main on Skimobile Road west of Cranmore’s dirt parking area, which contains a whole bunch of utilities and obstacles. It sounds like this could be a win-win for both parties.

Country Road Sewer

I have received updated plans from HEB but have not had the chance to review them yet. Once I do my review, the plan is to schedule another meeting with the neighborhood in early- to mid-February.

Pine Hill Franchise Area

No change.

Cell Tower Site

I have been in contact with a company interested in putting a cell tower on Precinct property. They are currently looking at a couple of locations. I’ll keep you posted if anything moves forward.

.gov Domain

After many months of research and effort, the Precinct will be receiving an official government domain. This is a great step forward, as it makes it much more difficult for spammers to spoof our domain and take advantage of our customers. It also helps convey the message that the Precinct

is a governmental entity, not just a private organization. We're still working behind the scenes to get things set up but soon our web address will be www.ncwp.nh.gov and all emails will be @ncwp.nh.gov. The old web address ncwpnh.org will be forwarded to the new .gov domain, as will emails sent to the old email addresses.

Well 3 VFD

After consultation with our electrician, the VFD representative, and the VFD manufacturer, we have narrowed the options to two for replacement of the VFD. The options are:

1. Replace the existing drive in the existing well bunker. \$43,000
This leaves all electronic equipment in the existing below-grade bunker, requiring personnel to continue entering this confined space and continuing the enhanced possibility of flooding damage.
2. Relocate the existing drive to the Control Building. \$59,000
This option removes all sensitive electronic equipment from the below-grade bunker, reducing the need for personnel to enter this confined space and the potential for future flooding damage.

I am recommending that we move forward with option 2. Although it's more expensive, it removes the equipment from the bunker and provides additional resiliency and employee safety. I've included the \$59,000 value in my 2023 water budget.

2023 Budgets

I will have updated budgets for your review at Wednesday's meeting.

2023 Annual Meeting Calendar

Candidate Filing	February 8 – February 17
Petitioned Article Deadline	February 28
Budget Hearing	March 1
Annual Meeting	March 29

Our plan is to have Warrant Articles ready for your review at the next regular Commission meeting.

Signing of Checks

Motion of Commissioner Porter and seconded by Commissioner Santuccio to ratify checks signed out of session:

- a. Payroll Checks dated 2/2/2023
- b. Accounts Payable Checks dated 2/2/2023

Motion carried by 2-0 voice vote.

Non-Public Session

At 7:15PM, Motion of Commissioner Santuccio to enter into Non-Public Session per RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Motion carried by 3-0-0 voice vote.

John Yes

Bob Yes

Sue Yes

Motion of Commissioner Santuccio and seconded by Commissioner Porter to return to Public Session at 8:00PM.

Motion carried by 3-0-0 voice vote.

John Yes

Bob Yes

Sue Yes

Motion of Commissioner Nelson and seconded by Commissioner Porter offer a Letter of Employment to Allan Wallace to fill the vacant Water Department position.

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

Adjourn

Having nothing further to come before this public meeting, motioned by Commissioner Porter seconded by Commissioner Santuccio to adjourn this public meeting at 8:02PM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary