

Board of Commissioners

Minutes

January 08, 2020

The Commission meeting convened at 10:00 a.m. in the meeting room at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner John Santuccio, Commissioner Robert Porter, Commissioner Suzanne Nelson, Superintendent Jason Gagnon, Chief Patrick Preece, Recording Secretary Hannah Andersen.

Call the Meeting to Order

Meeting called to order by Chairman John Santuccio at 10:00 a.m.

Public Hearing(s)

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public and Non-Public Minutes of December 11, 2019.

Motion carried by voice vote 3-0-0.

FIRE DEPARTMENT

(Copied from Chief's Report)

Membership:

38 Members

Personnel:

3 members on leave at this time

Brantly Ludington has resigned from the department his work schedule and family life he is unable to fulfill his duties to the fire department. I would like to thank him for his service to the fire department and wish him luck.

Training:

Department Training. We did a walk-through of Mineral Springs Nursing Home to familiarization with the building lay out and locations of the hydrants and firewalls.

Engine 3 Training: Will be doing training on chimney fires and going over winter operations on how to drain the truck.

Rescue Training: Will be training on ice water emergencies, cutting a hole through the ice and performing rescues.

Department Activities

Construction projects under way:

Kearsarge Brook Condo's phase 2 they have started framing the walls on the 1st floor.

North Conway Public Library: started to frame the first and second floors.

Home 2 Suites they have started framing the walls on the 1st floor.

Domino's Pizza Restaurant the build out is about 100% complete of the restaurant and now is open for business.

Emergency Calls:

The fire department has responded to 90 calls for the month of December

The department has responded to 1215 calls year to date for 2019

The fire department has responded to 16 calls for the month of January

The department has responded to 16 calls year to date for 2020

Apparatus / Trucks:

Equipment Issues:

Purchase for New Equipment:

Budget is in the works.

Old Business

Commissioner Santuccio announced that during the last meeting, the Commissioners voted to amend Superintendent Gagnon's contract to allow him to purchase a home outside of the NCWP but within the Town of Conway.

New Business

Superintendent's Report September 4, 2019

(Copied from Superintendent's Report)

Well #2 Update

We have officially received our notification of award for funding of the Well #2 Project. The funding award consists of \$300,000 in grant funds and \$790,000 in low-interest loan funds. There are many details still to be worked out with the trust fund construction engineers on specific requirements of that funding, but early indications are that it will be reasonably similar to the traditional SRF project guidelines the Precinct is used to following. As I get more information from the Trust Fund and our engineers, I'll keep you posted on progress.

This project will hopefully be out to bid in late spring.

Well #5 Update

Our contractor arrived early this week to begin installation of the new well pump and motor. Prior to installation, our contract required them to video inspect the well. During this video

inspection it was discovered that the well is in need of cleaning. I've asked the contractor to go ahead with this cleaning now at a cost of \$15,000 +/-, rather than incurring the additional \$10,000 +/- it would have cost to have the contractor come back and do the cleaning at a later date. Cleaning & pump install should be completed by the end of next week.

Library Partnership Request

As an update, the final version of the library flyer is attached. We want to remind Precinct customers that this flyer is not the Precinct asking for donations – simply the Precinct offering to help the library spread the word about their capital campaign.

Dewatering Project – Supplemental Loan Agreement

Now that the loan is officially closed and we have a final dollar value, the Commissioners need to sign the traditional SLA that updates the loan accordingly.

2018 Financial Reports

In late 2019, our completed 2018 financial reports were delivered by our auditor. The key takeaway from the report is that the Precinct continues to accurately represent its finances in a transparent manner. The single exception to the Auditor's opinion is with respect to retiree benefits. We are aware that an independent actuarial analysis of the Precinct's OPEB (Other Post Employment Benefits) liabilities needs to happen, and we will work in 2020 to see that through.

Lead and Copper Sampling

Thank you to the residents and property owners who graciously participated in our US EPA required round of lead and copper sampling. I'm pleased to report that our results came back well below the health limits set for both metals, backing up what we already know – North Conway's water is some of the cleanest, safest, best tasting water on earth.

A quick note to customers about lead and copper – these contaminants are not generally present in our drinking water as it comes out of the ground. Rather, they leach into the water from pipes in household plumbing. If you are concerned about lead and copper health effects for you and your family, the best thing you can do to reduce the potential for exposure is to let your water run until you feel it getting cold. This will flush the water out of your household plumbing and provide fresh water with less potential for lead and copper exposure.

Conway Village Fire District IMA

Two points to note on this issue: 1) CVFD has agreed to pay their full share of the Dewatering & Septage Receiving Upgrade project costs. We received that payment last week. 2) We're at a holding place in the discussions to potentially amend the IMA given the busy holiday schedule

and end-of-year administrative activities. My general sense is that the individuals who were part of the discussions, both from CVFD and NCWP, are pleased with the progress we've made. At this point the CVFD board has indicated that they may want to sit on the potential changes before taking any further action. If that is the case, we likely will have another full year under the terms of the existing IMA.

New Hampshire Municipal Bond Bank – Debt Payment Credits

We received a letter from the NHMBB in December alerting us that they were able to refinance some of their debt and pass along savings to current customers, including the Precinct. This will result in a net reduction in our bond obligations of approximately \$20,000 per year over the next few years, with declining savings in subsequent years.

Vaughan Community Services – Annual Appeal

We received a letter in October from Vaughn Community Services asking for the Precinct to contribute to their Annual Appeal. My understanding is that this would need to be put on the Warrant as a special article, similar to the Precinct's support of the Library and skating rink. If the Commissioners / Voters would like to see this added to the Warrant, please let me know the amount and we'll add the article to the Warrant.

The Precinct will not be pursuing a Warrant Article for this appeal.

2019/2020 Commercial Meter Replacement

Due to a delay in release of the new-style meters, we have elected to hold off a bit on the commercial meter replacement program. We have changed a couple of our biggest problem meters, but not yet begun full scale changeout. My expectation is that most of the new meters will be ready in spring 2020 based on conversation with our rep. This project was intended to be split over two years. The money allocated to, but not spent on, the project in 2019 remains in the Water/Sewer accounts as fund balance. Therefore, on the 2020 Warrant, the special article for the commercial meter replacement will include funds for the 2nd half of the project (\$55,000 for each water and sewer) plus the money not spent in 2019 (still waiting on final numbers, but likely \$50,000 for each water and sewer).

Legislative Update

3M, through a partnership with Plymouth Village Water & Sewer District, has filed a lawsuit against the State of NH relative to implementation of the new PFAS standards. The new standards would have significantly lowered the regulatory limit of PFAS chemicals in drinking water and groundwater, along with requiring public water supplies (PWS) like the Precinct to test

for the presence of PFAS in drinking water and groundwater. The lawsuit has resulted in a temporary injunction against the new regulations and sampling requirements. I expect this issue to continue to play out in the courts for some time and I'll keep you posted on things as they develop.

2020 Budget Update

Finally, Precinct staff continue to work through year-end 2019 and finalize our initial budgets for 2020. I knew it was going to be a challenge given the mid-year switch of both financial software and personnel, but we're making excellent progress and I will have our initial budget numbers to you on the 22nd of January. At that meeting we should also schedule our Budget hearing – we can either do the March 4th, which is 3 weeks before Annual Meeting (March 25th), or February 19th, which is 5 weeks before Annual Meeting.

Budget Hearing was set for February 19th at 6PM.

Other Business

Public Comment

Signature Documents

Commissioner Nelson Motioned and Commissioner Porter seconded the signing of Septage Agreements for the following towns:

1. Town of Ossipee
2. Town of Conway
3. Town of Bartlett
4. Town of Madison
5. Town of Freedom
6. Town of Eaton
7. Town of Albany

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

Signing of Checks

Motion of Commissioner Nelson and seconded by Commissioner Porter to ratify the following:

1. 2019 Accounts Payable dated 12/31/2019
2. 2019 Callfire Checks dated 12/31/2019
3. 2019 Payroll Check dated 12/31/2019
4. 2020 Accounts Payable dated 01/09/2020

5. 2020 Payroll Checks dated 01/09/2020

Motion carried by voice vote 3-0-0

Non-Public Session

Motion of Commissioner Nelson and Seconded by Commissioner Porter to enter a Non-Public Session at 10:36AM.

1. 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 a voice vote 3-0-0

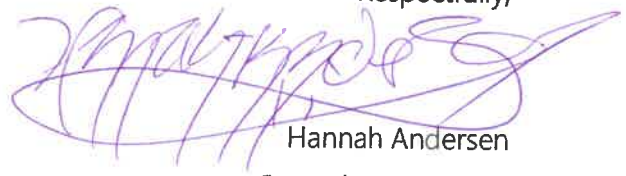
Commissioners returned to public session at 11:00AM.

Adjourn

Having nothing further to come before this public meeting, **Motion of Commissioner Nelson and seconded by Commissioner Porter to adjourn this public meeting at 11:00 AM.**

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary