

Board of Commissioners
Minutes
July 20, 2022

The Commission meeting convened at 10AM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner Santuccio, Commissioner Nelson, Commissioner Porter, Interim Fire Chief Tim Anderson, Assistant Fire Chief Chad McCarthy, and Recording Secretary Hannah Andersen.

Call the Meeting to Order

Meeting called to order by Commissioner Santuccio at 10:00AM.

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public and Non-Public Meeting Minutes from June 29, 2022, and the Public Meeting Minutes from July 6, 2022.

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

Fire Department

Membership:

34 Members

One pending application waiting for the back ground check to come back. (Still waiting)
3 new applicants applied this week.

Training:

Department Training:

Engine 3 Training: pumps class, Had a great turn out, Went very well

Rescue Training: will be going through practical stations for EMT's NCCP.

Department Activities:

Place of assembly inspections and life safety inspection.

Emergency Calls:

The fire department has responded to 106 calls for the month of June

Apparatus / Trucks:

Ben Croce is still working on removing the scoot. Engine 1 and Engine 3 had its air filters replaced.

Equipment Issues:

Getting a price together for the equipment that was lost in the Red Jacket fire.

Purchase for New Equipment:

Working on A/C pricing for the locker room / Decon area.

New Business

Superintendent's Report

Project Status

Well 2R

We're still waiting on Spectrum to get the internet up and running at the well site. In the meantime, we've been running the well manually during the day without issue. Working with our new account rep has been especially challenging.

Sludge Dryer

No change. We have had talks with the Pine Hill developer about their proposed wood chip boiler heating plant and how something similar might work for this project. We are looking further into it, but it seems promising that we could significantly lower the cost of energy input if it is indeed feasible.

Saco River Erosion

No change. The final meeting to wrap up the preliminary phase was held Monday. We are now waiting to see where the project ranks/scores based on our SRF Pre-Application for future work.

WWTF Aeration Upgrades

No change.

Cranmore-Artist Falls Water Main

Soil borings are planned on the northern end for August 4th. We're looking to nail down the northern end of this route so that we can get any pipe under the Rec Path in before Rec Path construction.

Country Road Sewer

Crews from HEB have been out doing surveys to locate private septic systems so that they can continue working on the design.

Barnes Road Water Main

Barnes Road is completed. While the contractor was out there, we had them do additional work to fix deficiencies in existing piping and connect to the Home Depot service no one knew was there. The cost of this extra work has been billed at \$38,715. There are a couple

of reasons for the very high cost of the additional work: We had to go back into MacMillan lane further than anticipated to replace damaged pipe; the connection to Home Depot was especially challenging because of the angles and depths of the existing piping relative to the new piping – it was essentially a full day's work to fit the two pipes back together; and the Town instructed the contractor to add additional gravel in the trench backfill over and above what our original understanding was. In all honesty, the bill for this additional work was about twice what I anticipated and this is something I will be sure to keep in mind on future projects. On the other hand, with the additional cost of the change order the total cost was only \$5,000 more than the second lowest bid for the original scope of work. It definitely made sense to do it while we were there, though, and now we're confident we have solid piping underneath the brand-new Barnes Road with much less chance of having to dig it up at some point in the near future.

Given the cost of the change orders, it is my recommendation that payment be funded out of the water capital reserve fund.

Motion of Commissioner Nelson and Seconded by Commissioner Porter to withdraw \$38,715 from the Water Capital Reserve Fund to cover the cost of the 3 extra days of work for the Barnes Road Water Main Project.

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

North-South Road Water Main

Work has wrapped up on the pipe install. Precinct crews filled the main on Monday and discovered a leak on Tuesday. Coleman's crew was quick to respond to the leak and found a bell joint cocked/separated. That leak has been repaired and testing is scheduled for later this week.

Pine Hill Franchise Area

We have received the letter of support from the Town and are continuing to assemble the application for the PUC.

2022 Asset Management

Our 2022 Asset Management grant has been officially approved by Governor and Council. We are looking forward to getting this year's project rolling. We have some additional engineering work included (hydraulic modelling, rate analysis) and traditional asset management (data collection, software, and hardware updates) planned. I've asked the at the consultant start right off with the rate analysis, specifically to make sure our water buy-

in fees are appropriate given the large number of hotels coming online soon. We also plan to get started with our asset management software selection in the very near future.

NHDOT Surplus Property

I was contacted by NHDOT as they prepare to sell off additional surplus parcels from the old bypass corridor. A couple of those parcels are adjacent to our Remoat Trail sewer pump station. The Precinct had apparently approached the State previously about using the land for a fire station, and now that the land is ready to be sold, DOT has asked if we are still interested. If we are not, apparently the NH Housing Finance Authority is. See attached maps for reference.

Leak Detection Grant

The Precinct also received a full no-cost leak detection survey from NHDES this year. American Leak Detection has been in town since Monday performing the survey. They anticipate being here for two full weeks to complete the survey of our full water system.

Abatement Request

Account 1362 filled their pool from their home service. Precinct staff have verified the pool fill and my recommendation is to grant the abatement in the amount of \$111.03.

Motion of Commissioner Nelson and Seconded by Commissioner Porter to approve the sewer abatement for account 1362 for a pool fill in the amount of \$111.03.

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

Signing of Checks

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

- a. Payroll Checks dated 7/21/2022
- b. Accounts Payable Checks dated 7/21/2022
- c. June Callfire Payroll Checks dated 7/7/2022

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

Non-Public Session

Motion of Commissioner Nelson and Seconded by Commissioner Porter to enter into Non-Public Session per NH 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 meeting and (2) requests that the meeting be open, in which case the request shall be granted.

Bob Yes
Sue Yes
John Yes

The Commission entered Non-Public Session at 10:30AM and returned to Public Session at 11:20AM.

Motion of Commissioner Santuccio and seconded by Commissioner Nelson to Seal the Non-Public Minutes because it was determined that divulgence of this information would render a proposed action ineffective.

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

Bob Yes
Sue Yes
John Yes

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 11:20 AM.**
Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary