

Board of Commissioners
Minutes
June 23, 2021

The Commission meeting convened at 10:00 AM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner John Santuccio, Commissioner Suzanne Nelson, Commissioner Robert Porter, Fire Chief Patrick Preece, Superintendent Jason Gagnon, Allan Clarke of REI 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 Meeting Minutes from June 9, 2021.

Motion carried by 3-0-0 voice vote.

Fire Department

(Copied from Chief's Report)

Membership:

39 Members

Personnel:

2 members on leave at this time

1 Member on medical leave until further notice.

Training:

Department Training. Will set up training for the department next week when the officers meet.

Tower 2: Training: they did driver training and went over the truck.

Rescue Training: We went over the current extrication tools. Started working on the new Rescue Truck; a lot of discussing address the design and needs of the new truck.

Department Activities:

Planning for the 4th of July

Emergency Calls:

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

The department has responded to 608 calls year to date for 2021

Apparatus / Trucks:

Engine 1 The CAFS systems needs to be serviced and rebalanced.

Tower 2 generator is out of service. Desorcie repairs found 2 sensors at the PTO pump that needs to be replaced the parts have been ordered, the parts is going to arrive this week.

Norcross Circle:

1. Working on punch list items with Ricci Construction.
2. The radios have been installed in dispatch and they are up and running. We will be finishing the set up next week.
3. Construction Budget update Allan Clark

Construction Budget Update (Allan Clark)

Allan reported they are continuing to work on punch list items. There will be a requisition binder coming to Precinct from REI so that we will be able to segregate the additional \$80,000 voted for offsite improvements.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve Change Order 21 Revised in the amount of \$1,338.75.

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

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve Change Order 22 in the credit amount of \$3,057.92.

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

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve Change Order 23 in the amount of \$11,471.97.

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

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve Change Order 24 in the amount of \$2,500.38.

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

New Business

(Superintendent's Report)

ARPA (COVID Relief Funding) Update

Despite our best lobbying efforts at the State and Federal levels, Precincts and Village Districts have again been left out of direct allocations for COVID relief funds. The latest guidance from the State of NH GOFERR committee and US Treasury instead directs Precincts & Districts to submit requests for relief funding through the towns in which they are located.

Attached is a letter sent to the Town of Conway asking that three projects be considered for funding through the ARPA LFRF (American Rescue Plan Act – Local Fiscal Relief Funds) allocation. Note the Town is not required to provide funding to either NCWP or CVFD, but may elect to do so.

Well 2R Project

LA Drew will be on site the later part of this week. The current schedule has the preliminary earth work done (including foundations, piping, and concrete floor slabs) done by the first week of August. Once that in-ground work is completed, construction of the physical building structure

can begin. Apex has proposed an aggressive schedule for this project and hopes to have the building substantially complete by the end of the calendar year.

Potential Contamination Sites (PCS) Inspections

NHDES has traditionally required public water systems (PWS) to test for certain contaminants in their drinking water. PWS could avoid some of those testing requirements by surveying their wellhead protection areas to identify PCSs and then physically inspecting each PCS to make sure they were handling their hazardous materials appropriately. As you can imagine, this can be a somewhat time and labor intensive process. Because of the time involved, NCWP had been opting to just do the full suite of chemical testing instead of going through the PCS inspection process. It seems many PWS felt the same way and were opting for testing rather than inspection.

I recently received word from NHDES that they have changed the rules so that even if you're testing for all chemicals, you still have to do the PCS inspections. Our crews have done the initial survey and identified 14 potential PCSs. Initial mailings (as required by NHDES) have been sent to these businesses and we will be following up with phone calls to schedule the physical inspections in early July.

The inspections involve NCWP staff touring the PCS's entire property, including inside the building and outside on the grounds, to identify the locations of hazardous materials, inspect storage conditions, and confirm that PCSs are following Best Management Practices (BMPs) required by the State of NH. Essentially, the Public Water System becomes the inspection arm of the State in order to reduce the risk of groundwater contamination.

We are looking forward to working with these local businesses to make sure that all hazardous materials are being stored and handled to protect our drinking water resources.

Saco River Erosion Study

We are wrapping up our review of the qualifications packages submitted for the project. I have a meeting scheduled for Thursday with NHDES staff to compare the scoring sheets for firms and select the top few for interviews. Interviews are scheduled to take place Tuesday July 13th.

Bartlett Subdivision & Precinct Boundary Questions

A subdivision has been proposed for a lot on the NCWP / Lower Bartlett Water Precinct boundary. This subdivision would create 2 lots where one currently exists. The second lot (the new one created) would be away from where NCWP water service lines are, but could easily be serviced by LBWP water lines.

There is some confusion about where exactly the boundary is in this area. I've found reference to a 2010 Boundary Ratification Plan, a 2008 Boundary Description, and a 1977 NCWP-LBWP Boundary Description. The 2008 and 2010 documents seem to agree (both were done by HEB Engineers after much research), but the 1977 may differ.

Does anyone know if the 2008 or 2010 documents were ever voted on and/or accepted by either Precinct or at the State level? I would like to have some direction on how to move forward with figuring this out.

Chief suggested looking at the work done by Dave Douglas to get more insight about the surveys done.

Signature Documents

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve abatement for account 0031 in the amount of \$23.76.

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:

1. Payroll Checks dated 6/23/2021
2. Accounts Payable Checks dated 6/23/2021

Motion carried by voice vote 3-0-0.

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