

Board of Commissioners
Minutes
March 1, 2023

The Commission meeting convened at 5:30PM. in the meeting room at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH.

The following were present:

Commissioner John Santuccio
Commissioner Suzanne Nelson
Commissioner Robert F. Porter
Superintendent Jason Gagnon
Fire Chief Chad McCarthy

Recording Secretary Hannah Andersen
Kris Cluff
Maureen Seavey
Tim Anderson

Call the Meeting to Order

Meeting called to order at 5:30PM by Commissioner Santuccio.

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to adopt the Public Meeting Minutes from February 15, 2023 and the Non-Public Meeting Minutes from February 15, 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: Cancer awareness class.

Tower 2 Training: Search and rescue / Ladder setup for escape

Rescue Training: NCCP

Department Activities:

Reviewed Sprinkler plans for the new J Crew in Settlers Green.

Fireworks at Cranmore on Saturday went great.

Fire alarm test at the new Old Navy in Settlers Green.

Proposed 2023 budget

Place of assembly inspections and life safety inspection on going.

Emergency Calls:

The fire department has responded to 116 calls for the month of January 2022.

The fire department has responded to 138 calls for the month of February 2023.

The department has responded to 253 calls year to date for 2023

Apparatus / Trucks:

We will be heading down on Monday the 6th for the final inspection of the new rescue truck.

Equipment Issues:

No issues.

Purchase for New Equipment:

No change.

Commissions Report/Superintendent's Report

March 01, 2023

Project Status

Asset Management – Energy Efficiency Grant

No change. Article to amend value will be on 2023 Warrant.

Sludge Dryer

No change.

Saco River Erosion

SRF loan application has been completed and we anticipate design work kicking off in March.

WWTF Aeration Upgrades

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

Cranmore-Artist Falls Water Main

It looks like we will be able to work out an easement with the Cranmore abutter. This will help us avoid the mass of utilities in the dirt parking lot. We are currently working with the property owner to discuss cost sharing. My thought is that the Precinct could share in the cost of plantings to be used as screenings between the proposed new homes and the dirt parking lot.

Country Road Sewer

The meeting on Saturday seemed to go really well. I want to thank residents for their constructive feedback and I think this design process has been a model process that the Precinct should consider following for future projects.

There was a discussion about using the funds that came from the Conway Village Fire District buy in to buy down the rate a bit.

I am also preparing the loan application for the project. Current SRF rates are still very good but will be increasing over the summer. My goal is to have the application in soon to beat that rate increase. We have a couple of options for financing. **First, after the feedback we received at Annual Meeting last year, I am recommending that we fund the design portion out of Capital Reserve to reduce the amount we're borrowing. Design costs are estimated at \$126,750.** Second, there are options on term financing (based on borrowing \$1,263,250 with 10% principal forgiveness):

Term (Years)	Interest Rate	Total Cost	Tax Impact (Rate)	Tax Impact (Annual)
10	2.0%	\$1,265,699	\$0.14	\$56
15	2.3775%	\$1,364,999	\$0.10	\$40
20	2.536%	\$1,463,574	\$0.08	\$32

Lastly, as part of our standard loan application, we need a motion from the Board of Commissioners:

Motion of Commissioner Nelson and seconded by Commissioner Porter to authorize Jason Gagnon, Superintendent, as the Precinct's representative for the purpose of submitting the application and furnishing such information, data, and documents pertaining to the Clean Water SRF Loan. I further move to authorize Jason Gagnon, Superintendent, and Hannah Andersen, Business Administrator, to sign any documents pertaining to the disbursement of funds for this project.

Motion carried by 3-0-0 voice vote.

Pine Hill Franchise Area

No change.

Cell Tower Site

We have a draft Article ready for the Warrant. I think I'd like to have this discussion with the voters before continuing discussion with the cell tower companies.

Well 3 VFD

An adjuster visited the site on Monday. We're waiting to hear back on their recommendations.

2023 Budgets

Updated budgets are attached.

2023 Warrant

Attached is a draft of the 2023 Warrant. Note these numbers and text will be finalized for Budget Hearing after DRA review. They've already been reviewed by Precinct Counsel.

2023 Annual Meeting Calendar

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

Signature Documents

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the transfer of \$55,717.35 from the Water Infrastructure Capital Reserve for the 2022 Consulting Fees paid for the Conceptual Design for the Cranmore-Franchi project and the Well 3 / 6 Chemical Storage Feasibility Study, instead of the Water Capital Reserve. Motion carried by a 3-0-0 voice vote.

Signing of Checks

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

- a. Payroll Checks dated 3/2/2023
- b. Accounts Payable Checks dated 3/2/2023
- c. Callfire Payroll Checks dated 3/1/2023

Motion carried by 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 5:55PM. Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary