

Board of Commissioners
Minutes
March 15, 2022

The Commission meeting convened at 1:00 PM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner Santuccio, Commissioner Nelson, Commissioner Porter and Recording Secretary Hannah Andersen.

Call the Meeting to Order

Meeting Called to order by Commissioner Santuccio at 1:00PM.

New Business

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 01 Election of Officers to the 2022 Warrant.

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

Article 01 Election of Officers

To choose all necessary officers.

Commissioner	3 year term
Treasurer	1 year term
Moderator	1 year term
Clerk	1 year term

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 02 Long Term Borrowing - Wastewater Sludge Dryer to the 2022 Warrant.

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

Article 02 Long Term Borrowing - Wastewater Sludge Dryer

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$10,000,000 (gross budget) for design and construction of a sludge dewatering system at the Precinct's wastewater treatment facility (the "Project"); and to authorize the Commissioners to issue up to \$10,000,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Ch. 33) and, as applicable, the State Water Pollution Control Revolving Fund Loan program, and to negotiate such bonds or notes and to determine the dates, maturities, interest rates, and other details of such bonds or notes; and to further authorize the Commissioners to apply for, accept on behalf of the Precinct, and expend federal, state, or private grants or loans, or other aid that may become available to offset the net cost of this Project. This Project shall only move forward if a minimum of 50% of the Project cost is offset by principal forgiveness and/or grant funds. Simple majority vote required.

[Recommended by the Board of Commissioners 3 – 0 – 0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 03 Long Term Borrowing - Saco River Erosion Mitigation to the 2022 Warrant.
Motion carried by a 3-0-0 voice vote.

Article 03 Long Term Borrowing - Saco River Erosion Mitigation

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$7,805,000 (gross budget) for design and construction of mitigation strategies to address meander of the Saco River toward the Precinct's wastewater treatment facility (the Project) and to authorize the Commissioners to issue up to \$7,805,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Ch. 33) and, as applicable, the State Water Pollution Control Revolving Fund Loan program, and to negotiate such bonds or notes and to determine the dates, maturities, interest rates, and other details of such bonds or notes; and to further authorize the Commissioners to apply for, accept on behalf of the Precinct, and expend federal, state, or private grants or loans, or other aid that may become available to offset the net cost of this Project. This Project shall only move forward if a minimum of 50% of the Project cost is offset by principal forgiveness and/or grant funds. Simple majority vote required.
[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 04 Long Term Borrowing - WWTF Upgrades to the 2022 Warrant.
Motion carried by a 3-0-0 voice vote.

Article 04 Long Term Borrowing - WWTF Upgrades

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$2,990,000 (gross budget) for design and construction of aeration, mixing, and energy upgrades to the Precinct's wastewater treatment facility (the Project) which costs are expected to be offset by \$409,300 of principal forgiveness through the State Water Pollution Control Revolving Fund Loan program and \$897,000 of federal American Rescue Plan Act (ARPA) grant funds; and to authorize the Commissioners to issue up to \$2,990,000 of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Ch. 33) and the State Water Pollution Control Revolving Fund Loan program, and to negotiate such bonds or notes and to determine the dates, maturities, interest rates, and other details of such bonds or notes; and to further authorize the Commissioners to apply for, accept on behalf of the Precinct, and expend federal, state, or private grants or loans or other aid that may become available to offset the net cost of this Project. Simple majority vote required.
[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 05 Long Term Borrowing - Country Road Sewer to the 2022 Warrant.
Motion carried by a 3-0-0 voice vote.

Article 05 Long Term Borrowing - Country Road Sewer

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$1,390,000 (gross budget) for design and construction of a sewer collection system extension to serve Country Road from Kiana's Way south (the Project) and to authorize the Commissioners to issue up to \$1,390,000 in bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA Ch. 33)

and, as applicable, the State Water Pollution Control Revolving Fund Loan program, and to negotiate such bonds or notes and to determine the dates, maturities, interest rates, and other details of such bonds or notes; and to further authorize the Commissioners to apply for, accept on behalf of the Precinct, and expend federal, state, or private grants or loans or other aid that may become available to offset the net cost of this Project. Simple majority vote required.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 06 Long Term Borrowing - Water Pressure Zones Connection to the 2022 Warrant.

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

Article 06 Long Term Borrowing - Water Pressure Zones Connection

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$1,278,000 (gross budget) for design and construction of a water main between Skimobile Road and Artist Falls Road to provide redundant connection between the high- and low-pressure distribution zones (the Project) and to authorize the Commissioners to issue up to \$1,278,000 of bonds or notes in accordance with the Municipal Finance Act (RSA Ch. 33) and, as applicable, the State Water Pollution Control Revolving Loan Fund program, and to negotiate such bonds or notes and to determine the dates, maturities, interest rates, and other details of such bonds or notes, and to participate in and accept loan and/or grant funds from the New Hampshire Drinking Water Groundwater Trust Fund; and to further authorize the Commissioners to apply for, accept on behalf of the Precinct, and expend federal, state, or private grants or loans or other aid that may become available to offset the net cost of this Project. Simple majority vote required.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 07 Long Term Debt Service Payments to the 2022 Warrant.

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

Article 07 Long Term Debt Service Payments

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$1,741,489.00 for the retirement of outstanding bonds, notes, interest, and temporary loan interest for the ensuing year. This article will be offset by grant revenues estimated to be \$376,708 and Sewer Funds in the amount of \$540,628 and the remainder to be raised by general taxation.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 08 Operating Budget - General Fund to the 2022 Warrant.

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

Article 08 Operating Budget - General Fund

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$127,618 for the General Fund (Commissioners) operating budget, not including other appropriations voted separately for the ensuing year. This is a tax funded article.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 09 Operating Budget - Water Department to the 2022 Warrant.

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

Article 09 Operating Budget - Water Department

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$1,394,190 for the operating budget of the water department for the ensuing year to be offset by \$120,000 in NHDES Sustainability Grant funds, and the remainder from water usage fees and revenues with no amount to be raised through general taxation.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 10 Operating Budget - Sewer Department to the 2022 Warrant.

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

Article 10 Operating Budget - Sewer Department

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$2,068,388 for the operating budget of the sewer department for the ensuing year to be funded from sewer usage fees and revenues with no amount to be raised through general taxation. [Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 11 Operating Budget - Fire Department to the 2022 Warrant.

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

Article 11 Operating Budget - Fire Department

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$689,654 for the operating budget of the fire department for the ensuing year. This is a tax funded article.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 12 Appropriation to Capital Reserve Funds to the 2022 Warrant.

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

Article 12 Appropriation to Capital Reserve Funds

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$701,861 to be added to the following Capital Reserve Funds previously established. \$43,925 to come from Water fund balance, \$120,000 to come from water usage fees and revenues, \$207,936 to come from Sewer fund balance, \$100,000 to come from sewer usage fees and revenues, \$5,000 to come from Fire fund balance, and \$225,000 to come from general taxation.

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 13 Water Energy Efficiency Upgrades to the 2022 Warrant.

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

Article 13 Water Energy Efficiency Upgrades

To see if the voters of the North Conway Water Precinct will vote to authorize the sum of \$126,000 for the purpose of Energy Efficiency Upgrades through the New Hampshire Department of Environmental Services Sustainability Grant Program, to be offset by a \$63,000 grant from the New Hampshire Department of Environmental Services and \$30,000 from Energy Upgrades Capital Reserve Funds, with the remainder to come from water enterprise funds. This article authorizes the Commissioners of the North Conway Water Precinct to enter into and approve a grant agreement with New Hampshire Department of Environmental Services in the amount of \$63,000 to the North Conway Water Precinct and authorizes Superintendent Jason Gagnon to sign paperwork associated with such grant on behalf of the Precinct. This article has been designated as special and will be non-lapsing until December 31, 2027 or until the project is completed, whichever comes first.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 14 Water Asset Management Project to the 2022 Warrant.

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

Article 14 Water Asset Management Project

To see if the voters of the North Conway Water Precinct will vote to authorize the sum of \$120,000 for the purpose of Sustainability Grant projects through the New Hampshire Department of Environmental Services Sustainability Grant Program, to be offset by a \$120,000 grant from the New Hampshire Department of Environmental Services. This article authorizes the Commissioners of the North Conway Water Precinct to enter into and approve a grant agreement with New Hampshire Department of Environmental Services in the amount of \$120,000 to the North Conway Water Precinct and authorizes Superintendent Jason Gagnon to sign paperwork associated with such grant on behalf of the Precinct.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 15 Barnes Road Water Main Replacement to the 2022 Warrant.

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

Article 15 Barnes Road Water Main Replacement

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$96,000 for replacement of old cast iron water main on Barnes Road. Funding for this article will come from Water Capital Reserve funds, with no amount to be raised by taxation. [Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 16 Wastewater Sludge Truck Replacement to the 2022 Warrant.

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

Article 16 Wastewater Sludge Truck Replacement

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$235,000 for replacement of the Wastewater Sludge Roll-off Truck. Funding for this article will come from the Sewer Vehicle Capital Reserve, with no amount to be raised by taxation. [Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 17 HVAC Building Modification to the 2022 Warrant.

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

Article 17 HVAC Building Modification

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$140,000 for WWTF Administration Building modifications for repairs and maintenance to the HVAC system. Funding for this article will include \$98,000 from Sewer Fund Balance and the remainder to be Conway Village Fire District contribution per Inter-Municipal Agreement, with no amount to be raised by taxation. [Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 18 Fire Rescue Tools Replacement to the 2022 Warrant.

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

Article 18 Fire Rescue Tools Replacement

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$50,000 for replacement of rescue tools for the North Conway Fire Department. This is a tax funded article. [Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 19 Fire Chief's Car Replacement to the 2022 Warrant.

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

Article 19 Fire Chief's Car Replacement

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$60,000 for replacement of the Fire Chief's Car of the North Conway Fire Department. Funding for this article will come from the Fire Equipment Capital Reserve, with no amount to be raised by taxation. [Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 20 Fire Station Radio Replacement to the 2022 Warrant.

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

Article 20 Fire Station Radio Replacement

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$55,000.00 for the purpose of upgrades to improve the reliability of the North Conway Fire Department radio system as required following Town of Conway communications system pgrades, and to authorize the Commissioners to accept federal, state, or local grant funds or other funding contributions to offset this amount. Funding for this article will come from unassigned fund balance with no additional tax impact. This article shall be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or by December 31, 2027.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 21 Pine Hill Franchise Area to the 2022 Warrant.

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

Article 21 Pine Hill Franchise Area

To see if the voters of the North Conway Water Precinct will vote to authorize the Commission to seek a water and sewer franchise area for the portions of the Continuum Development at Pine Hill located outside the Precinct boundary, and to file with the New Hampshire Public Utilities Commissiona Petition to Extend Water and Sewer Service to said areas, and that customers within said areas shall be charged the same rates, fees, and capital project assessments as customers within the Precinct boundary. Construction of new water and sewer service will be funded by the project developer.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 22 Appropriation to Pope Memorial Library to the 2022 Warrant.

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

Article 22 Appropriation to Pope Memorial Library

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$10,000 for the purpose of supporting the programs of the Pope Memorial Library (North Conway Public Library).

This is a tax funded article.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 23 Appropriation to Schouler Park Skating Rink to the 2022 Warrant.

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

Article 23 Appropriation to Schouler Park Skating Rink

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$6,750 for the purpose of supporting the programs of the Schouler Park Skating Rink. This is a tax funded article.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 24 Decontamination Area HVAC Additions to Fire Station to the 2022 Warrant.

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

Article 24 Decontamination Area HVAC Additions to Fire Station

To see if the voters of the North Conway Water Precinct will vote to raise and appropriate the sum of \$35,000 for Decontamination Area HVAC additions at the North Conway Fire Station. Funding for this article will come from unassigned fund balance with no additional tax impact. This article shall be a non-lapsing appropriation per RSA 32:7, VI and will not lapse until the project is complete or by December 31, 2027.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 25 Ratify Auditor to the 2022 Warrant.

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

Article 25 Ratify Auditor

To see if the voters of the North Conway Water Precinct will ratify Plodzik & Sanderson as the Precinct auditor for the calendar year 2022.

[Recommended by the Board of Commissioners 3-0-0]

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 26 Borrowing Against Credit of Precinct to the 2022 Warrant.

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

Article 26 Borrowing Against Credit of Precinct

To see if the voters of the North Conway Water Precinct will vote to allow the Commissioners to borrow against the credit of the Precinct such sums of money as may be necessary in anticipation of taxes, bond sales, water, and sewer bills as permitted in Section 6 of the Precinct Charter.

Motion of Commissioner Nelson and seconded by Commissioner Porter to add Article 27 Act Upon any other Business to the 2022 Warrant.

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

Article 27 Act Upon any other Business

To act upon any other business which may legally come before this meeting.

Adjourn

Having nothing further to come before this public meeting, Motion of Commissioner Nelson and seconded by Commissioner Porter to adjourn the meeting at 1:15PM.

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

Respectfully,

A handwritten signature in purple ink, appearing to read 'Hannah K. Andersen', with a stylized flourish at the end.

Hannah K. Andersen
Recording Secretary