

Board of Commissioners  
Minutes  
March 2, 2022

The Commission meeting convened at 6:00PM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner Santuccio, Commissioner Nelson, Commissioner Porter, Superintendent Jason Gagnon, Fire Chief Pat Preece, Moderator Don Ekberg, Treasurer Robert Tim Anderson, William Hounsell, Steve Bamsey from Conway Village Fire District, Bayard Kennett, Paul DegliAngeli from the Town of Conway and Recording Secretary Hannah Andersen.

Call the Meeting to Order

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

Public Hearing

**Motion of Commissioner Santuccio and seconded by Commissioner Nelson to open the Public Hearing about the potential of adding a franchise area to the Precinct for the Pine Hill Development Project.**

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

Jason Gagnon went over some brief background of the Pine Hill Development and the process that will need to be taken to go through the Public Utilities Commission (PUC) for regulation and asked for public questions and input. There was a conversation about clarifying where the boundaries would be, and Shawn Bergeron explained what would be in the development. The project will be on the Warrant at Annual Meeting. Assuming the voters approve this at Annual Meeting, the Precinct will then begin the process of applying for the Franchise through the PUC and see where it goes from there. This will not be costing the Precinct anything, and the Developer will even be paying for the legal fees for the Precinct to get the Franchise. Superintendent Gagnon explained that the Precinct will own the watermains at the road and once you get to the lots line will be the responsibility of the lot owners. The one exception to that is that they may need small pump stations, but we're in conversation with them about taking ownership of those.

**Motion of Commissioner Nelson and seconded by Commissioner to close the public hearing on the Pine Hill Development.**

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

Minutes

**Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public and Non-Public Meeting Minutes from February 16, 2022.**

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

Fire Department

**Membership:**

39 Members

**Personnel:**

2 members on leave at this time

No members out on COVID at this time.

**Training:**

Department Training. We training on ladders and unconscious and conscious carries down the ladders.

Tower 2 Training. Has not been set up yet for March

Rescue Training. We trained on high angle using ropes to repel from the hose tower.

**Department Activities:**

Issued a new CO for the Five Guys Burgers on WMH; and now they opened yesterday.

Issued a new CO for the new Northeast Dermatology Office at the Red Barn Complex 1976 WMH.

**Emergency Calls:**

The fire department has responded to 120 calls for the month of February

The department has responded to 228 calls year to date for 2022

**Apparatus / Trucks:**

Car 1 needed a Right caliper and brake hose replaced it locked up.

Engine 1 needed new truck batteries which was installed they were 8 years old.

**Equipment Issues:**

**Purchase for New Equipment:**

We took delivery of our new forestry truck from the New Hampshire Forest and Lands. The new truck is a military surplus truck; 2004 Stewart & Stevenson light medium tactical vehicle. A 2 and ½ ton truck which replaces a 1951 dodge M37 pick up. The truck has 115 miles on it and is in mint condition.

COVID numbers in the valley continue to drop which is great news for our community.

Deputy Chief Anderson proposed an additional article for the 2021 Warrant to fix the AC at the Fire Station, using fund balance comprised of the Fire Department's 2021 rebate from NHEC, Interest earned from the Fire Station Loan account, and money left in the Fire Department's operating budget from 2021.

**Motion of Commissioner Nelson and seconded by Commissioner Porter to add an Article to the Warrant for the work needing to be done on the AC unit at the Fire Station for no more than \$35,000 to come from Fund Balance.**

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

New Business  
(Superintendent's Report)

**Well 2R Project**

The well pump and motor have been installed and startup testing occurred on Tuesday. Initial testing of the well shows that it's pumping exactly as designed. Most of the PLC controls (computer that controls the process) have been installed. Later this week, the chemical feed pumps will be started up as well. We're at the point in the project now where almost all major milestones have been reached and we're starting the tedious work of tying things together, starting them up, and working out any bugs.

**Sludge Disposal Contract**

The attached contract with RMI is for sludge disposal above and beyond the two loads per week we can take to the Town landfill. Initially, RMI will be hauling the sludge; once the Precinct is able to replace the Sludge Truck, we will begin hauling ourselves.

**Motion of Commissioner Porter and Seconded by Commissioner Nelson to authorize Superintendent Gagnon to sign the contract with RMI.**

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

**Request for Credit of Buy-In Fees**

As part of the Market Basket development and associated roundabout construction on North-South Road, OVP will be constructing several infrastructure improvements. These improvements include:

- ~ 600 feet of 12" water main adjacent to North-South Road
- ~ 640 feet of 8" gravity sewer, of which 310 feet will not be used by Market Basket
- ~ 1,125 feet of 8" water main within the new section of Barnes Road.

This infrastructure, much of which does not directly benefit Market Basket, does add significant value to the Precinct overall by extending sewer to Puddin' Hill Drive and improving resiliency and redundancy within our water system.

Based on pricing received from the contractor doing the work, the actual cost of the new infrastructure is estimated around \$180,000. The estimated buy-in fees for this development are approximately \$74,000.

OVP has submitted a request that in recognition of the value added to Precinct infrastructure by the project, the Commission consider waiving buy-in fees for the project. After review, my opinion is that the request is reasonable given that the Precinct is receiving far more value from the new infrastructure than the value of the buy-in fees.

*Further conversations on the request will happen in a future meeting.*

### **Bond Counsel – Engagement Letter**

Given that we have a number of large borrowing items on the Warrant this year, we have retained Bond Counsel for review of the articles and process. Attached is an engagement letter with Drummond Woodsum for Bond Counsel services.

Motion of Commissioner Nelson and seconded by Commissioner Porter to authorize Superintendent Gagnon to sign the Engagement Letter for Bond Counsel Services with Drummond Woodsum.

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 3/3/2022
- b. Accounts Payable Checks dated 3/3/2022
- c. February Callfire Payroll Checks dated 3/2/2022

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

### **Non-Public**

### **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 6:30P.M.  
Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen  
Recording Secretary