

Board of Commissioners
Minutes
May 11, 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, Superintendent Jason Gagnon, Deputy Tim Anderson, Fire Chief Pat Preece, Paul DegliAngelis from the Town of Conway and Tom Eastman from the Conway Daily Sun.

Call the Meeting to Order

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

Minutes

Minutes carried to the next meeting.

Fire Department

Membership:

37 Members

One pending application waiting for the background check to come back.

Personnel:

2 members on leave at this time

No members out on COVID at this time.

Training:

Department Training. The department spent time writing their narratives for the Red Jacket fire while it was fresh in their memories.

Engine 1 Training: they drafted from the fire ponds and the all worked on the West Side Road.

Rescue Training. Will be doing water rescue training using the raft and boat.

Department Activities:

Performing fire alarm plan review for the Fairfield Hotel.

Performing sprinkler plans review for the 5 unit condo's on Old Bartlett Road

Emergency Calls:

The fire department has responded to 79 calls for the month of April

The fire department has responded to 42 calls for the month of May

The department has responded to 470 calls year to date for 2022

Sunday April 30th the department was extremely busy that day 3 calls and 1 mutual aid call prior to the Red Jacket structure fire. We will talk more detail at the meeting
Equipment lost in the fire; we are making a list for an insurance claim.

Purchase for New Equipment:

Sale of Car 1 when we retire it. Effingham would like to purchase it. They do not have a command car.

There was a discussion about the current fire codes and whether or not the Town and the Precinct should update codes to require businesses to make buildings safer. Specifically, short-term rentals.

Motion of Commissioner Porter and seconded by Commissioner Nelson to sell the retired Chief's command car, as is and where is, to the Town of Effingham for \$3,000.

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

New Business

Superintendent's Report

Project Status

Well 2R

Last Thursday the well was started up. It was a typical startup – we worked through some electrical and programming issues, and by the end of the day had things pretty well worked out. Unfortunately, we also had the pipe in the field between the well and the railroad tracks let go at the end of the day. Coleman's crew was out there this Monday and made the repair – things should be all set moving forward.

The last remaining things for Well 2 include the final punch list items, seeding of the grass areas, and final work-through on the network connections between the well and the SCADA system. In the meantime, the well can be operated manually as needed.

Sludge Dryer

No real changes on the project, although we have received a formal letter from the Town limiting the total weight of sludge to a value lower than we expected as of June 1. I am working to connect with Andrew in order to get this value raised to where it should be.

SRF Pre-Application will be submitted by June 1.

There was a discussion about the global fertilizer shortage and the contributions that a Sludge Dryer could make to local solutions for the global issue.

Saco River Erosion

I met with NHDES, USDA NRCS, and NH HSEM to discuss funding opportunities for the project. All agencies seem very interested in the project – both from a technical and

funding perspective. After discussion, it was determined the best path forward is to start off the funding requests by submitting to the SRF program for a "Planning with Infrastructure Component" application. This will get us up through final design and permitting, with a subsequent application to follow for project construction.

WWTF Aeration Upgrades

This project was approved in last year's SRF pre-application process. Discussion with NHDES and Wright-Pierce have us working to get the final loan application in no later than June 30 in order to avoid the upcoming round of "buy American" rules for infrastructure projects. We believe that should save us money on the actual project.

Cranmore-Artist Falls Water Main

No change. An SRF Pre-Application will be submitted by June 1.

Country Road Sewer

Attached are two proposals for design services from HEB Engineers. As discussed at Annual Meeting, the condo portion of design and construction must be kept separate in order to maintain the spirit of the warrant article. The design fees are proposed to be:

- Country Road (Warrant Article Portion): \$126,750
- Condos (Non-Warrant Article Portion): \$11,500

I recommend that we accept HEB's proposals. An SRF Pre-Application will be submitted by June 1.

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept both proposals for the Country Road Sewer (Warrant Article Portion) in the amount of \$126,750 and the Condos (Non-Warrant Article Portion) in the amount of \$11,500. The Commissioners give Jason Gagnon permission to sign the necessary documents.

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

Barnes Road Water Main

We had our second pre-construction meeting with the contractor and Town two weeks ago. The start date has been pushed out to next week. We've also added a small amount of scope to fix some damaged pipe on MacMillian Lane that was discovered during Market Basket sewer work.

North-South Road Water Main

The Town and I met with NHDOT last week to discuss the DOT's concerns. After much discussion, it was determined that it is indeed OK for us to install the water main in the

same ROW as the Rec Path. So, as it stands currently, our plan is back to putting the water main in now along the Rec Path. This work should begin in the next couple of weeks.

Request for Credit of Buy-In Fees

No change.

Pine Hill Franchise Area

After meeting with the Selectmen two weeks ago, they indicated they were generally fine with the franchise area but wanted to be sure CVFD was before signing anything. I was notified by CVFD's Superintendent that their commissioners have declined to sign a letter of support. I was not given any reasons, other than to say that their commissioners would be reaching out to us to set up a meeting. I have not heard anything since then. This really has no bearing on NCWP – but it could seriously impact the developer. Our understanding is that the Franchise Area process can take more than a year through the PUC.

Motion of Commissioner Nelson and seconded by Commissioner Porter to hire Rayburn Solutions for the amount of \$6,825 to help choose an Asset Management Software with expenses to be reimbursed through the NHDES Asset Management Grant. The Commissioners authorize Jason Gagnon to sign necessary documents.

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

Other Business

There was a discussion about the possible partnership between the Precinct and the Town to develop a plan to create public restrooms in town: including some of the possible locations for the restrooms as well as some of the funding options that could be pursued.

Signing of Checks

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

- a. Payroll Checks dated 5/12/2022
- b. Accounts Payable Checks dated 5/12/2022
- c. April Callfire Payroll Checks dated 5/5/2022

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

Non-Public

Motion of Commissioner Nelson and seconded by Commissioner Porter to enter into Non-Public Session per 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 public

meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

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

John Yes

Sue Yes

Bob Yes

Motion of Commissioner Nelson and seconded by Commissioner Porter to return to Public Session.

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

Motion of Commissioner Nelson and seconded by Commissioner Porter to seal the Non-Public Meeting Minutes.

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

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 11:15AM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary