

Board of Commissioners

Minutes

May 12, 2021

The Commission meeting convened at 10:00 AM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH, with virtual access available through WebEx. The following were present: Commissioner John Santuccio, Commissioner Suzanne Nelson, Commissioner Robert Porter, Fire Chief Patrick Preece, Superintendent Jason Gagnon, Allan Clark of REI, Notary Public Barbara Reilly and Recording Secretary Hannah Andersen.

Call the Meeting to Order

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

Notary Barbara Reilly swore in Moderator Don Ekberg as 2021 Moderator, followed by Commissioner Suzanne Nelson for another 3-year term as Commissioner.

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public Meeting Minutes from April 28, 2021 and Public Hearing Minutes from April 28, 2021.

Motion carried by 3-0-0 voice vote.

Fire Department

(Copied from Chief's Report)

Membership:

39 Members

Personnel:

3 members on leave at this time

1 Member on medical leave until further notice.

Training:

Department Training. We set up skill stations: SCBA, Ropes, Pumps Ladders and Hose rolls. This went well is was really good to do hands on training again.

Engine 1 Training: Will be doing drafting from our dry hydrants.

Rescue Training: Will be doing dry land training.

Department Activities:

Preparing for the move into the new station.

Emergency Calls:

The fire department has responded to 31 calls for the month of May

The department has responded to 400 calls year to date for 2021

Norcross Circle:

1. The Masons have completed all of their work, with the exception of punch list items.
2. Electricians working on punch list items.
3. Plumbers working on punch list items
4. Elevator has passed its inspection and is in operation.

5. Flooring in the apparatus bay moving along which should be complete by Monday the 14th.
6. Millwork is complete.
7. Site work is ongoing, they removed the pavement in the country club parking lot and should have it paved by Friday.
8. Ricci is working on bathrooms and the lockers.
9. Skyline roofing is working on the hose tower roof.

Fire Station Progress Report (Allan Clark)

A lot of work remains but the project will be mostly completed with the project by May 22nd. All of the furniture and fitness equipment is in. Overall, the items that were expected to be in place are in place. The granite countertop should be in next week. All of the appliances are at the station. With the addition of the \$80,000 that was raised on Saturday, we are in the good by \$17,000 but there's another \$10,000 worth of change orders. The project will come in under budget but not by much. There have been some donations: Burke donated extra curbing, White Mountain Oil donated oil for the generator and REI donated the cost of putting up the training wall. Allan is also working with NHEC on rebates.

Allan went over three outstanding Change Orders:

Change Order 19 is for the offsite improvements (Country Club work and the Railroad work). In working with Ricci, the change order now is for \$63,220.06.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve change order 19 Offsite work that was not anticipated in the amount of 63,220.06.

Motion carried by voice vote 3-0-0.

Change Order 20 is for additional millwork for a shelf in the apparatus bay.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve Change Order 20 work that was not anticipated in the amount of \$2,570.93

Motion carried by voice vote 3-0-0.

Change Order 21 is for exterior stair railings in the rear of the building.

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept Change Order 21 in the amount of \$1,867.50.

Motion Carried by voice vote 3-0-0.

There was a discussion about the easement draft that was received for the electrical infrastructure that is on Railroad property.

Motion of Commissioner Nelson and seconded by Commissioner Porter to sign the easement out of session conditional upon the railroad accepting the \$1 Million additional insured liability.

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

New Business

(Superintendent's Report)

Annual Meeting Update

By all accounts, Annual Meeting was a success. I want to thank the staff at the Fire Department and the Water Department for their help getting things set up and taken down, as well as the construction crew for getting things ready to hold the meeting.

There was a discussion about options that would make it possible for non-voters to opine on issues at Annual Meeting. It was suggested that perhaps there could be a motion made at the beginning of the meeting that would allow non-residents to speak if recognized by the chair and that would give the Commission the ability to allow non-residents to speak at their discretion. This would have to be run by the Precinct's lawyers beforehand.

Chief Preece articulated a special thank you to Ricci Construction for getting the bathrooms ready in time for Annual Meeting.

Solar Project Update

NHEC is in the process of completing their work on Sawmill Lane. The final "witness test" has been scheduled, and we hope to have the array up and running by the end of next week.

There was a discussion about the question that came up at Annual Meeting regarding the need to deposit the NHEC REC's into the Capital Reserve Fund each year and according to the warrant, the Precinct is not required to deposit the REC's every year, but they were included in the initial deposit for the account. Superintendent Gagnon stated that because of everything that has happened in the last year, it makes sense to keep the REC money in the operating budget just for this year but that the solar panels are not the end of the green energy projects at the Precinct, they are just the start, so it's important that we keep feeding that CRF.

Saco River Erosion Study

The RFQ for the erosion study is on the street. Responses are due back June 4th, and we hope to have a contract negotiated by June 30th.

MWV Vibe Magazine

I have completed my draft of the MWV Vibe article. As it's not public yet, I don't want to spoil the surprise by publishing it here – but if want, I can email you a copy. It will likely change slightly during the editing process, but the essence should stay the same.

NHDES – Source Water Protection Conference

I have been asked to present at the NHDES SWP Conference on May 20 as part of the Saco Headwaters Alliance (SHA). The focus of the talk will be on the importance of communication in source water protection efforts. The Precinct was the fiscal sponsor of the SHA Municipal Outreach Project, which aimed to educate local municipal officials on their role in the protection of drinking water as well as the potential negative impact to local economic activity should protections fail.

Additional Updates:

The crews are up on Hurricane Mountain Road fixing a service leak this morning.

One of our guys has notified us that he's going to be leaving but he's going to be here through the end of June. We'll be posting internally and if we get no replies, we'll post externally.

Signature Documents

Motion of Commissioner Nelson and seconded by Commissioner Porter to sign the General Obligation Bond in the amount of \$13,557,000 through the New Hampshire Municipal Bond Bank along with the No Arbitrage and Tax Certificate, Signature and No Litigation Certificate with Receipt, and the 8038-G Tax Form associated with the Bond. The Commissioners will release our signatures when the remaining information on the paperwork is completed.

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 5/13/2021
2. Accounts Payable Checks dated 5/13/2021
3. April Callfire Payroll Checks dated 5/04/2021

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 11:09 AM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary