

Board of Commissioners

Minutes

May 27, 2020

The Commission meeting convened at 10:00 AM. in the meeting room at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner John Santuccio, Commissioner Robert Porter, Commissioner Suzanne Nelson, Chief Patrick Preece, and Recording Secretary Hannah Andersen.

Call the Meeting to Order

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

Minutes

Motion of Commissioner Porter and seconded by Commissioner Nelson to accept the Public Meeting Minutes from May 13, 2020.

Motion carried by voice vote 3-0-0.

FIRE DEPARTMENT

(Copied from Chief's Report)

Membership:

36 Members

Personnel:

3 members on leave at this time

Training:

Department Training. We will be doing pump training and driver training along with hand-line training in groups not to exceed a group of 10.

Tower2 Training: has not been set up as of this time.

Rescue Training: water rescue training.

Department Activities

Happy to report no fire department members in quarantine.

The department has been very busy working with business owners.

Restaurants are reopening for outdoor seating on May 18th. We have a lot of them taking advantage of outdoor seating.

Moat Mt., Bagels Plus, May Kelley's, Delaney's, Elvio's, Boston Brothers Pizza, Chef Bistro, Front side Grind, Met Coffee, Beef & Ski, 27 North, Vito's Marcello's, Peaches, North Conway Country Club, Stairway Café, Muddy Moose, 99 Restaurant, Merlino's and Cigar Shenanigans.

Emergency Calls:

The fire department has responded to 73 calls for the month of May.

The department has responded to 419 calls year to date for 2020

Forest Fire in Whitaker woods that burned .6th of an acre. Crews did a great job stopping the fire along with NCFD, Redstone, Conway Fire and Jackson Fire. The department was dispatched at 8pm and we wrapped the fire up at 11:30pm. No injuries.

Apparatus / Trucks:

Tower 2 had the air bag replaced and back in service.

Car 1 had the front brakes and rotors replaced.

Equipment Issues:

Purchase for New Equipment:

Update the new Rescue 2 Truck is factory complete and final inspection will be on Friday May 29th.

Request from Kennett High School to provide 2 EMT's at the Top of Cranmore. From 7am to 5pm.

A discussion ensued about whether or not to charge KHS for services on Saturday and the Chief is going to check in with the school about whether or not they have money in the budget for the expense.

New Business

Other Business

(Superintendent's Report)

COVID-19

An update on current Precinct water and wastewater operations:

- Water and wastewater staff have returned to normal working hours. We have implemented screening practices consistent with CDC and other appropriate guidance to minimize the spread of COVID-19. Staff have been ordered to stay home if they exhibit any signs of illness or know that they may have been exposed to someone who may have been a carrier of COVID-19. The Precinct office will remain closed to the public, and all business transactions will be encouraged to take place over the phone. Field and office staff will have access to masks, gloves, and sanitizing supplies. Social distancing will be stressed. The employees of the Precinct are critical front-line public health providers through their work to supply clean, safe drinking water and wastewater treatment.
- Regularly scheduled Commissioners' meetings will be held via video conference using the Cisco Webex platform. Meetings will be open to the public to attend via Webex. Instructions can be found on our website.
- Annual Meeting has been scheduled for Saturday June 6th at 3 PM, with voting to take place from 12 PM – 3 PM in a drive-through style similar to that used by the Town of Conway. We are working to secure a tent and a PA system for the meeting to provide shelter from the sun and/or weather, and will provide masks for attendees who need them.
- CARES Act Funding
In the Governor's initial allocation of CARES Act funding, all Precincts and Village Districts were left off the eligibility list for reimbursement of COVID-19 funding. I have been spearheading an advocacy campaign to make sure that is fixed, through contacts within the State legislature and statewide professional associations (NHWWA, GSRWA, DWGTF). It appears as if our efforts will ultimately be successful – the AG's office is currently working through the intricacies of Precinct/District law to determine a procedure for receiving reimbursement funds. These funds will allow the Precinct to recoup costs already spent on COVID-19 supplies, but also allow us to be reimbursed for past/upcoming work to improve the remote operability of our water/wastewater systems.

Sewer Rules & Regulations Update

To recap, proposed changes are summarized as follows:

- Page 17, Article III Section C – list of towns updated to include all towns the Precinct has recently secured contracts for septage disposal with.

- Page 18, Article IV Section B – Added language to require new sewers and connections to comply with State of NH sewer design standards and design review requirements.
- Page 24, Article V Section E (14) – Added “PFAS” to list of chemicals that may not be discharged in wastewater without being specifically permitted by the Precinct.
- Page 25, Article V Section E (18) – Added PFAS limit of 50 ng/l to table.
- Page 31, Article VI Section E – Added language to clarify that residential customers are billed quarterly, commercial monthly.
- Page 32, Article VI Section J (3) – added language to clarify process for receiving a swimming pool fill abatement.
- Page 57, Appendix III Section C – added language allowing Precinct to seek reimbursement for design review fees.

If there were no objections or substantive changes suggested during the public comment period, the updated Rules & Regulations can be adopted as amended. Suggested motion: “I move to adopt the Sewer Rules & Regulations as amended, effective as of today.”

Well #2 – HDD Work

As the development of plans and specifications wraps up, it was discovered that an additional conduit is needed under the RR tracks. This conduit is to allow for communication wires to the well from the control building. I’ve reached out to the original driller that installed the other two conduits to receive pricing – Enterprise Electric, \$4,852.00. I’m recommending using this driller at this price. The price is reasonable, and there is value in having familiarity with the drilling conditions on site. Fund for this work will come from water fund balance.

Motion of Commissioner Nelson and seconded by Commissioner Porter to hire Enterprise Electric to drill for Well #2 project, in the amount of \$4,852.

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

Sewer Connection – Distillery Building

After much searching, it has been discovered that the sewer stub for the lot where the new distillery is being built was not extended beyond the pavement to the property line when the sewer main was installed. It is my understanding that in past situations like this, the Precinct has picked up the cost of bringing the stub to the property line. If that is the case, we will be working with the site contractor performing the work at the distillery to dig out into Route 16 to connect

to the stub and then reimbursing the contractor for that portion of the work. If you're OK with this, I would ask that you authorize me to proceed with that work and reimburse the contractor for that portion of their work.

Motion of Commissioner Porter and seconded by Commissioner Nelson to move ahead with performing the work at the distillery to dig out into Route 16 to connect to the stub and then reimburse the contractor for that portion of the work.

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

Abatement Requests

Attached you will find a request for abatement for a local business. The business was closed during the time of the water use – a Precinct employee was able to verify that an outdoor spigot was left partially open after some contracted work outside at the property. I am recommending that an abatement be approved for the sewer portion of the bill.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the abatement for the sewer portion for local business totaling \$548.70.

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

WWTF – Air Quality Testing

We have agreed to a scope of work with the company who has the State of NH contract for indoor air quality testing. Employees have completed an initial assessment of air quality / health concerns and technicians from the company will be here this Friday to begin their testing assessment.

Source Water Protection Grant Awards

Both Source Water Protection grants were officially approved by Governor and Council last week. The two projects are:

- Study to assess the risk to Precinct drinking water from septic systems in the area of Echo Lake
- Saco Headwaters Alliance – Municipal Leaders survey & summit project

Work is expected to commence immediately on these projects and I'll provide updates as they're available.

(Fire Expansion Committee)

Commissioner Nelson stated that the Committee has not met again but do have plans to meet this afternoon 5/27/2020.

Commissioners will be signing Ricci Construction Letter of Intent and REI Phase II contract next week.

Public Comment

Commissioner Santuccio opened the floor for public comment on the updates to the NCWP Sewer Rules and Regulations.

There was no public comment at this meeting.

Commissioner Santuccio closed the floor for public comment.

Signing of Checks

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

1. 2020 Payables dated 05/28/2020
2. 2020 Payroll Checks dated 05/28/2020

Motion carried by voice vote 3-0-0.

Adjourn

Having nothing further to come before this public meeting, **Motion of Commissioner Santuccio and seconded by Commissioner Nelson to adjourn this public meeting at 10:46 AM.**

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary