

Board of Commissioners
Minutes
November 09, 2022

The Commission meeting convened at 10:00 AM in person — at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH. The following were present: Commissioner John Santuccio, Commissioner Suzanne Nelson, Commissioner Robert Porter, Superintendent Jason Gagnon, Fire Chief Chad McCarthy and Recording Secretary Hannah Andersen.

Call the Meeting to Order

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

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public Meeting Minutes from October 26, 2022 and the Non-Public Meeting Minutes from October 26, 2022.

Motion carried by 3-0-0 voice vote.

Fire Department

Membership:

43 Members

Personnel:

We added two new call members to the dept. this week.

1 member on leave at this time.

Training:

Department Training: Scba station, ladder station and a pumps station.

Engine 1 Training: Hose line advisement

Rescue Training: vehicle extrication, classroom part 1

Department Activities:

The non-precinct area Fire and Rescue Protection Agreement with the town is all set and ready to be signed.

ISO (Insurance Services Office) will be her Tuesday the 15th

Plans review, Place of assembly inspections and life safety inspection on going.

Motion of Commissioner Nelson and Seconded by Commissioner Porter to sign the new five-year contract for the Non-Precinct Area Fire and Rescue Agreement between the Town of Conway and the North Conway Water Precinct.

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

Emergency Calls:

The fire department has responded to 108 calls for the month of October.

The fire department has responded to 23 calls for the month of November.

The department has responded to 1,137 calls year to date for 2022

Apparatus / Trucks:

No change

Equipment Issues:

No issues

Purchase for New Equipment:

A/C in the gear/decon area was completed and is working great.

New Business

(Superintendent's Report)

Project Status

Asset Management

No change – we have a meeting scheduled with Raybern Utility Solutions next week. At that meeting I'm hoping to get some guidance on how much of the NHDES Asset Management grant to set aside for our asset management software. Once I have that number, I can finalize the remaining scope with Wright Pierce and bring the contract forward for execution.

On a related note, we have received the updated Energy Audit for our water facilities. As we thought, it makes much more sense economically to do a ground-mount solar array at Well 2R than it does to do the rooftop array originally proposed. We will be finalizing our Energy Efficiency grant paperwork with the State to reflect this.

Sludge Dryer

No change. I have reached out again to USFS about technical assistance for the wood chip boiler potential and also had a great conversation with a consultant from the Northern Borders Regional Commission about potential funding partnerships for the project.

Saco River Erosion

No change. Our next progress meeting is next Friday, where we'll get into a bit more meat and potatoes about the upcoming phase.

WWTF Aeration Upgrades

No change.

WWTF HVAC Loft

I've heard from LA Drew, and like all contractors they're quite busy at the moment. The latest estimate is late November / early December for work to begin.

Cranmore-Artist Falls Water Main

The DWGTF application has been submitted and it does not look like the project will make the funded list this year.

Country Road Sewer

HEB and I met with members of the Village at Kearsarge Association Board earlier this week to present the preliminary plans. We've scheduled a neighborhood meeting on Saturday November 19th at 10 AM to go over the plans with residents and hear any concerns they might have. We're still on track to have design wrapped up in time for a February solicitation of bids and 2023 construction timeline.

Pine Hill Franchise Area

No change.

Northbrook Condos

No change – waiting for an update from the condo board.

Water & Sewer Vacancy

Patrick Hickey has moved out of the area and therefore resigned as meter/backflow coordinator in the Water & Sewer department. Patrick was a hardworking, dedicated employee and will be missed. We will be posting the job internally first, then looking to fill the position in the coming months.

Signing of Checks

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

- a. Payroll Checks dated 11/10/2022
- b. Accounts Payable Checks dated 11/10/2022

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

Non-Public

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

Adjourn

Having nothing further to come before this public meeting, **Motion of Commissioner Nelson and seconded by Commissioner Santuccio to adjourn this public meeting at 11:12AM.**

Motion carried by voice vote 3-0-0.

Respectfully,

A handwritten signature in purple ink, appearing to read 'Hannah Andersen', with a horizontal line drawn through the middle of the signature.

Hannah Andersen
Recording Secretary