

Board of Commissioners
Minutes
November 10, 2021

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 Robert Porter, Superintendent Jason Gagnon and Fire Chief Pat Preece, with Commissioner Suzanne Nelson attending virtually.

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 27, 2021.

Motion carried by 3-0-0 voice vote.

Fire Department

Membership:

39 Members

Personnel:

2 members on leave at this time

Training:

Department Training. Team Building and Communications Training; relying on your partner to give you directions to get through a maze blindfolded. This Training went very well.

Engine 1 Training. They trained on Search and Rescue Training focus point is basements this was a lecture and videos

Rescue Training. Annual NCCP Refresher Training over the month of November on going this month

Department Activities:

Alpine Place 12 unit apartment building phase1. We will be doing the fire alarm testing, Sprinkler System Testing and CO Inspection this afternoon on 11/10/21

Performed hood testing at Jalisco's on the new second hood system and passed.

Emergency Calls:

The fire department has responded to 129 calls for the month of October

The fire department has responded to 20 calls for the month of November

The department has responded to 1,120 calls year to date for 2021

Apparatus / Trucks:

Engine 1 need a new node for the heat/ac system is not allowing to correct voltage out.
The part is on order still waiting

New Business
(Superintendent's Report)

Veterans Day

I want to start off by thanking our Precinct employees and residents who have served in the military. Mickey McDonald and Aaron Bernier – thank you for your service and for your contributions to the Precinct!

Well 2R Project

There has been a bit of a lull in progress over the past two weeks as the site foreman has been out sick. The interior drywall ceiling has been installed and exterior siding is going up this week.

Saco River Erosion Study

Crews from Interfluve have been out on the river this week taking advantage of great weather and ideal river flows to do the river survey work. We are anticipating that work to be wrapped up this week.

Distribution System Improvements

All temporary access easements have been received and Wright-Pierce/HEB Engineers are slated to begin survey work ASAP.

North-South Road Water Main

The MWV Rec Path project has been awarded to AJ Coleman and Son. This is good news for us, as Coleman had also submitted low bid to the Precinct for new water main install along North-South Road. We have received verbal approval from NHDOT and the Town of Conway to delineate a new water main easement in the former Bypass ROW in this area – this will allow us to install a greater quantity of water main at a lower price than would have been possible if the water main was located in the N-S Road shoulder, and provide an easement to bring a Precinct-owned main all the way out to Eastman Road to loop with new main being installed as part of the Pine Hill development. I've attached a map outlining the tentative location of the new water mains. Once Coleman lays out the Rec Path ROW, HEB Engineers will lay out the water main easement and final easement approval will be obtained from the Town and NHDOT. It is our hope that Coleman will begin installing water main this winter.i)

In addition to this Precinct-funded portion, we are expecting that various projects along the route will also contribute funding for water main. These include the roundabout associated with Market Basket and the Tractor Supply Development. Future Precinct-funded projects may extend this new

main all the way to new water main along Eastman Road to be installed as part of the Continuum Pine Hill Development.

Asset Management Update

Initial GIS training has been completed with Maine Technical Source (equipment provider). Wright-Pierce is working on updating our interface with ArcGIS Online so that Precinct staff can begin the process of collecting new data in the field. I anticipate a half day of training with Wright-Pierce in the coming weeks, and with luck we'll be able to get out and start collecting new data before the snow flies.

Precinct staff has also been attending virtual demos for CMMS software platforms. CMMS stands for "Computerized Maintenance Management System." There are many different products available with a wide range of capabilities – everything from simple work order tracking all the way through inventory management and GIS integration. The state of NH has indicated that there will be significant funding available next year for Asset Management projects that include CMMS software purchase and implementation. As such, we have begun our due diligence to select a software that best meets the needs of the Precinct. Staff from both the water and wastewater crews have been involved in the demos – it's vitally important that everyone is on board with what this software brings to the Precinct so that becomes a well-used tool that increases capability, accountability, and efficiency, and not just another computer program that gets in the way of progress.

Water Rules & Regulations Update

No change – I'm waiting on the review from the Precinct's attorney and hope to have a reviewed version to discuss soon.

Conceptual Projects Update

Septage Grit Removal

We have had extensive discussions with our engineers about this project. What we've discovered is that the most cost-effective alternative may be to simply hire an outside company to clean our storage basin each year. We are in the process of reaching out to companies that do this work to get budgetary pricing before moving forward with any engineering design.

Sludge Dryer

No change – We are waiting on a proposal for preliminary engineering costs, which should be here this week.

Electricity Supply

The Precinct is again putting its electricity supply contract out to bid on the open market. We recently received notice that electricity supply rates through NHEC will be increasing beginning in January. Three years ago, we reduced our per-kilowatt supply cost from 7.9 cents to 5.79 cents by using a third-party energy broker for this process. Direct Energy was the low bidder then. We are again using this broker (Enerconnex) for the auction, which is being held today. This afternoon I

have a call scheduled with Enerconnex to discuss the results of the auction. The Precinct is under no obligation to contract with the low bidder in the auction. All accounts, except for the WWTF (which is not eligible due to the net metering from the solar panels), have been included in the auction.

Village at Kearsarge Condos – Sewer

I have a meeting with members of the Board at the VAK Condo Association next week to start discussions about the condos hooking into Precinct sewer. In addition to some of the buildings now being required to connect to sewer following the installation of Precinct-owned sewer main nearby, some of the condos have been having some issues with their septic systems recently.

Signing of Checks

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

- a. Payroll Checks dated 11/10/2021
- b. Accounts Payable Checks dated 11/10/2021
- c. October Callfire Payroll Checks dated 11/10/2021

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 10:33 AM.**
Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary