

Board of Commissioners
Minutes
November 23, 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 Tim Anderson.

Call the Meeting to Order

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

Minutes

Carried to next Meeting.

Fire Department

Membership:

43 Members

Personnel:

1 member on leave at this time.

Training:

Department Training: No change.

Engine 1 Training: No change.

Rescue Training: No change.

Department Activities:

ISO (Insurance Services Office) was here Tuesday the 15th and everything went good. They needed some more information witch I emailed this pasted Monday.

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

Emergency Calls:

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

The fire department has responded to 70 calls for the month of November.

The department has responded to 1,183 calls year to date for 2022

Apparatus / Trucks:

Rescue truck new deliver date is Jan 9th

Equipment Issues:

Had an issues with the new A/C in the gear room.

Purchase for New Equipment:

We order new SCBA cylinders and nomex hoods. Waiting on price on helmets before ordering

New Business

(Superintendent's Report)

Project Status**Asset Management – Energy Efficiency Grant**

I've reached out to the State to see if we can modify our existing grant agreement to change from a roof-mount to ground-mount solar array at Well 2R. Doing the math, the roof-mount array provides an estimated \$94,135 in 40-year savings for a net Precinct investment of \$21,000; the ground-mount array provides an estimated \$678,822 in 40-year savings for a net Precinct investment of \$154,547. Each of those work out to similar rates of return over the 40-year lifespan of the arrays – approximately 18.5% for the roof-mount and 18.8% for the ground-mount. If I can get NHDES to modify our grant, a re-vote at Annual Meeting on the new total value allows us to hit the ground running on the new array as soon as ground conditions allow. If NHDES makes us submit a new application, it may not be until early fall before we get going on the new array. I'm pushing NHDES hard to try and get the existing grant modified because with the new federal 30% direct payment to municipalities I think solar project demand (and cost) is going to really go through the roof next year – the earlier we're ready, the less impacted we'll be hopefully.

Asset Management – Traditional Asset Management Work

I've asked Wright-Pierce to trim back their original scope a bit so that we have more money available for the purchase of asset management software. The new contract amount with Wright-Pierce will be \$65,000, all of which will be reimbursed by State grant. The remaining \$35,000 available in the grant will be set aside for asset management software – if that amount isn't needed, we can add back into Wright-Pierce's scope. I've attached Wright-Pierce's original scope for reference – in the new version we will be eliminating Tasks 4 & 5. These eliminated tasks will be included as part of our 2023 Asset Management Grant application.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve Engineering Agreement with Wright Pierce for 2022 Water System Asset Management project in the amount of \$65,000 and authorize Jason Gagnon to sign associated paperwork.

Motion carried by 3-0-0 voice vote.

Sludge Dryer

No change. I did have an interesting conversation with the developer of the housing across the tracks at the old drive-in theater about the potential for the Precinct to sell heat from a biomass boiler. I'm not sure how likely that is right now, but if it proves feasible the revenue from heat sales could further offset the cost of our sludge dryer.

Saco River Erosion

The project team met last Friday to go over the next steps. We worked to adjust the scope and budget to maximize the amount of principal forgiveness the Precinct will receive. We are currently working to submit the loan application to NHDES for this portion of the project. To that end, there is the standard vote that needs to be taken.

- SRF Designation of Authorities: Authorizes me to submit the loan application and authorizes Hannah and I to sign documents for the loan.

Motion of Commissioner Nelson and Seconded by Commissioner Porter to authorize Jason Gagnon, Superintendent as the Precinct's representative for the purpose of submitting the application and furnishing such information, data, and documents pertaining to the Clean Water SRF Loan. I further move to authorize Jason Gagnon, Superintendent, and Hannah Andersen, Business Administrator, to sign any documents pertaining to the disbursement of funds for this project.

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

WWTF Aeration Upgrades

No change.

WWTF HVAC Loft

No change – hoping LA Drew can get here soon.

Cranmore-Artist Falls Water Main

As projected, we did not receive project funding from the Drinking Water Groundwater Trust Fund. This to me isn't a big deal – we're not ready for construction yet anyway. The plan is to continue moving forward with design and re-apply for funding in the next cycle.

Country Road Sewer

The Precinct hosted a neighborhood meeting with Village at Kearsarge residents last Saturday to discuss options for new sewer service. Because of existing topography and septic tank locations, in general residents need to consider whether they would rather have private sewer pump stations at many homes or clear trees and provide easements to

facilitate gravity sewer services. We have sent a survey to residents to get feedback on these issues and we'll use that feedback to work through future design iterations.

There was a discussion about the route that was included in the money approved at Annual Meeting between Tim Anderson and Superintendent Gagnon. The money that was approved was based on the conceptual design of the project before they had located septic tanks. The aim was to provide as many gravity services as we could and minimize pump stations. The Precinct will hear concerns of community members and find the balance point between project budget and community concern. The next step is to hear the survey results.

Pine Hill Franchise Area

No change.

Northbrook Condos

I received an update from the Board and they have voted to go ahead with changing out the meter pits. Although I don't have a firm schedule yet, I'll continue to stay on top of the issue to make sure we finally get a resolution on these pits that have been a problem for more than 20 years now.

Lead & Copper Sampling

Precinct staff have been working with residents to collect our triennial lead and copper sampling mandated by EPA. This year, with updates to the federal Lead & Copper Rule (LCR), we are sampling 40 homes instead of the usual 20. I want to thank all of the residents who offered to help us out with this sampling – your help is very much appreciated!

Employee Uniforms

Employees will be getting new uniforms in the next month or so. After continued declining service from our current uniform provider, we were able to work with a new provider to get higher quality uniforms at a slightly lower price than our old ones.

Sewer Abatement

Account #1412 had a water service leak in their bathroom plumbing. The leak was caught quickly and it's estimated only 4,000 gallons were lost. The water did not enter the sewer system and a sewer abatement is therefore justified in the amount of \$31.68.

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the sewer abatement request for account #1412 in the amount of \$31.68.

Motion carried by 3-0-0 voice vote.

Signing of Checks

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

- a. Payroll Checks dated 11/23/2022
- b. Accounts Payable Checks dated 11/23/2022

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 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.

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

Bob Yes
Sue Yes
John Yes

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,



Hannah Andersen
Recording Secretary