

Board of Commissioners  
Minutes  
November 24, 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, Fire Chief Pat Preece, and Recording Secretary Hannah Andersen were present in person, 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 November 10, 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. For December has not be set up until next week when the officers meet.

Tower 2 Training. For December has not be set up until next week when the officers meet.

Rescue Training. Annual NCCP Refresher Training over the month of November and December is ongoing we have 12 more hours to complete the refresher.

**Department Activities:**

Alpine Place 12 unit apartment building phase1 (Building 2). We were able to issue the 12 CO's for the apartments. Building 1 should be completed in the first couple of weeks in December.

Performing a site plan review for 1657 White Mountain Highway the former Friendly site. Take down the Friendly's building and build new restaurant, retail building and build and bank building.

**Emergency Calls:**

The fire department has responded to 81 calls for the month of November

The department has responded to 1,181 calls year to date for 2021

**Apparatus / Trucks:**

Engine 1 module has arrived in Vermont; should be installed over the next couple of weeks  
Engine 4 rear heater motor has stopped working; Desorcie will make the repairs over the next couple of weeks when they fix engine1.

All the Apparatus is all ready for winter conditions.

**Equipment Issues:**

**Purchase for New Equipment:**

Radio system upgrades is moving along. Will update at the meeting.

Pine State Elevator Company does quarterly inspections. They sent a service contract to review and it looks like it will be roughly \$1,000 per year for 5 years. Their cost goes up each year but can't exceed 5%.

New Business

(Superintendent's Report)

**Well 2R Project**

Siding has begun going up on the building. LA Drew is onsite working on final site grading. Interior piping and fiberglass grating are also being installed this week.

**Saco River Erosion Study**

Survey work on the river has been wrapped up. The Interfluve team will be analyzing the data and continuing their review of existing geotechnical information around the WWTF. In December, they will begin the process of modelling river flow.

**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**

Sludge Dryer

We have received a proposal from our engineers for a Planning Level Sludge Dryer Evaluation. The cost of this work is not to exceed \$13,600. I have also been talking to the Town about the project and they are willing to split the cost of this initial phase 50/50. With a vote to approve this work today, Wright-Pierce will begin this work soon after Thanksgiving.

**Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the planning level sludge dryer evaluation at a cost not to exceed \$13,600.**

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

### **Electricity Supply**

The results of our initial electricity supply auction weren't great, so we're holding off a bit. I've reached out to Gary in Lower Bartlett and CVFD to see if they are interested in adding some of their accounts to our "bid package" to see if we can get better rates.

### **Village at Kearsarge Condos – Sewer**

I met with members of the Village at Kearsarge condo association last week to discuss hooking up to sewer. It was a good discussion and I think they're moving in the right direction. They are currently working with an engineer to understand the basics of what the project will look like, as well as how much it will cost. I recommend holding off on charging them sewer fees until June 1, given the coming winter weather, just like we did with the homeowners in the area. If, by next June 1, the condos have not made significant progress toward connecting, the sewer charges will then help provide extra motivation to do so.

**Motion of Commissioner Nelson and seconded by Commissioner Porter to hold off charging the Village at Kearsarge fees until June first.**

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

**Year End Evaluations for the Superintendent and Fire Chief will be set for December 8<sup>th</sup>.**

### Signing of Checks

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

- a. Payroll Checks dated 11/24/2021
- b. Accounts Payable Checks dated 11/24/2021
- c. Merit Checks dated 11/23/2021

**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 10:27 AM.**  
**Motion carried by voice vote 3-0-0.**

Respectfully,



Hannah Andersen  
Recording Secretary