

Board of Commissioners
Minutes
October 26, 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, 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 12, 2022 and the Non-Public Meeting Minutes from October 12, 2022.

Motion carried by 3-0-0 voice vote.

Fire Department

Membership:

43 Members

Personnel:

We are adding two new call members to the dept. next month.

We have received applications for the Assistant Chiefs position. We have started the interviews. Had an interview on Thursday the 20th and Monday the 24th. We hope to be able to give a conditional offer for the position by the first of the month.

Training:

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

Engine 1 Training: Hose line advisement

Rescue Training: vehicle extrication, class room part 1

Department Activities:

No change in non-precinct fire contract negotiations with the town.

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

Emergency Calls:

The fire department has responded to 96 calls for the month of September

The fire department has responded to 85 calls for the month of October.

The department has responded to 1,093 calls year to date for 2022

Apparatus / Trucks:

Pumps service on the trucks went good, no issues.

Equipment Issues:

Tower 2 had some broken and worn out parts replaced on the ladder on Tuesday.
Tower 2 water way valve is here and have to schedule its replacement.

Purchase for New Equipment:

The crew stated the work on the A/C in the gear/decon areas on Monday 24th and should be done by the end of the week.

Chief McCarthy elaborated on the training of new members, per request of Commissioner Nelson. He stated that the Department is developing a 6 month training and probationary period where they get the skills to learn their job. The members that have just been added on will all go through their probationary period and be assigned a member to stick with on calls.

New Business

(Superintendent's Report)

Project Status**North-South Road Water Main**

We received another change order request for the fence at Hemlock Lane in the amount of \$3,697.10 to cover the cost of new chainlink, since the contractor has said the old fencing was damaged too badly to reinstall. Given the reaction to the initial change order of more than \$7,000 for the fence, I've asked Coleman to provide additional justification for this cost. The total cost for the new 200 feet of fence is now \$11,106.60, or \$55.53 per foot, which includes Coleman's cost for removal/disposal of the old fence plus install of completely new fence as requested by the Town. Without removal/disposal costs, new fence cost was \$48.16/ foot. Based on information provided by Coleman and my own personal research into current chain link fence pricing in recent State of NH bids, this per-foot cost is right in line with other projects. Given the short run of our fence (200 ft), the pricing is actually pretty good compared to other projects. In a nutshell, although \$11,106.60 is extremely hard to swallow for a "fence to nowhere", that cost does reflect the current fence market and is reasonable for the work being done. A vote to authorize the additional change order is appreciated.

Motion of Commissioner Porter and seconded by Commissioner Nelson to authorize Coleman's Change Order in the amount of \$3,697.10.

Motion carried by 3-0-0 voice vote.

Asset Management

No change.

Sludge Dryer

No change.

Saco River Erosion

No change. I am preparing the documentation needed to officially receive the funding and move forward.

WWTF Aeration Upgrades

Attached is the contract for Wright-Pierce. After discussion with NHDES, the QBS (Qualifications-Based Selection, like a bid process but only considers qualifications of the engineer instead of price) process used to select Wright-Pierce for the dewatering/septage receiving project plus the fact Wright-Pierce did the preliminary engineering for the project is sufficient and a new QBS process won't be needed. I would ask that you vote to approve the design contract in the amount of \$266,240 and authorize me to sign on the Precinct's behalf.

Motion of Commissioner Porter and Seconded by Commissioner Nelson to approve the design contract with Wright-Pierce in the amount of \$266,240 and authorize Superintendent Gagnon to sign on the Precinct's behalf.

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

WWTF HVAC Loft

Precinct crews have prepped the area for construction by removing the existing insulation. We're waiting on LA Drew to give us a start date.

Cranmore-Artist Falls Water Main

The DWGTF application has been submitted.

Country Road Sewer

I've met with HEB and I feel like we're in a good place to schedule a neighborhood meeting. My hope is to do that in the coming few weeks.

Pine Hill Franchise Area

No change.

Conway Master Plan

I've been asked to serve on the Conway Master Plan Advisory Committee. I think this is an excellent opportunity to support an important community project – both from my perspective as Superintendent of the Precinct, but also as a citizen of Conway raising a family here in town.

Northbrook Condos

I spoke to a representative of the Condo Association. Their annual meeting is Nov 5. At this point, it sounds like the plan is for them to move forward pending approval at annual meeting. Because of the cost, it may be spread out over a year or two – I've let them know that's OK, I'm just really happy to get it taken care of after 20+ years.

Signing of Checks

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

- a. Payroll Checks dated 10/27/2022
- b. Accounts Payable Checks dated 10/27/2022

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

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