

Board of Commissioners
Minutes
October 27, 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 Suzanne Nelson, Commissioner Robert Porter, Superintendent Jason Gagnon, Fire Chief Pat Preece 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 and Non-Public Meeting Minutes from October 13, 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.

Engine 1 Training. Will be doing Search and Rescue Training focus point is basements

Rescue Training. Annual NCCP Refresher Training over the month of November

Department Activities:

In the process of reviewing the sprinkler drawings for the new hotel at Mt. Cranmore.

Emergency Calls:

The fire department has responded to 88 calls for the month of October

The department has responded to 1,058 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

Purchase for New Equipment:

Pre Build for the new Rescue Tuck went very well with some minor changes based on engineering and customer request.

Deputy Chief Anderson, Rescue Lt. N. Preece and Chief Preece attend the pre build.

I would like to increase the Friday and Saturday night stipend shifts from \$40.00 to \$50.00 per shift.

We are having trouble getting the shifts covered. I did budget for the increase in the 2021 budget.

Motion of Commissioner Nelson and seconded by Commissioner Porter to increase the Friday and Saturday night fire stipend from \$40 to \$50 per shift.

Motion carried by 3-0-0 voice vote.

New Business

(Superintendent's Report)

Well 2R Project

Work is still progressing well. The driveway has been paved, the roof is on, the interior walls and chemical containment areas have been painted. As soon as it stops raining, exterior siding will be going up as well.

Saco River Erosion Study

Work is scheduled to begin the first week of November, assuming the river is navigable by canoe with all the rain forecasted. We've published a notice in the Conway Daily Sun to let the public know there will be fluvial geomorphologists on and around the river.

Distribution System Improvements

We have received all but one of the temporary access easements – my hope is to have that this week so work can begin soon.

Pine Hill Development

I met with the Pine Hill design team earlier this week to work through some issues with the water/sewer designs. It was a very productive meeting – there was the possibility that they would need to shut down our only water main feeding Pine Hill tank in order to construct one of the new roads in the development. After some thoughtful discussion and problem solving, we think we've come up with a proposed solution that does not impact our water main, saves the developer some money, and provides improved value to NCWP's water distribution system.

Asset Management Update

We have received all our GPS equipment and confirmed our free subscription to the Leica SmartNet GPS network. A representative from Maine Technical Source (GPS Equipment Rep) will be here Friday to train our personnel on use of the equipment. After that – it's out into the field to start gathering information!

Water Quality Issue

You may recall that we had a series of water quality issues earlier in the year at our Abbot Brook pump station. We've been investigating the cause of the issue and we believe it may be related to water age – basically, there's not enough water being used on some dead end sections of pipe in that area. To address that, we're going to try an automatic flushing station at one of the dead ends. The flushing station is basically a buried device, like a standard water meter pit, that automatically opens a valve to flush a predetermined amount of water on a regular schedule. For example, we can set the station to flush for 15 minutes once per day. We have a number of places in our system that something like this could be very useful – we'll give it a shot at this location and see how it works in reality before we consider using them at other areas in our system.

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 UpdateSeptage Grit Removal

No change – We are waiting on a proposal for preliminary engineering costs. It is our hope that we will have a conceptual design and cost estimate ready in time for Annual Meeting this coming year so that we can move this project ahead quickly.

Sludge Dryer

No change – We are waiting on a proposal for preliminary engineering costs.

Vehicle Replacement Plan / Funding

As I've begun working through budgetary planning for next year, I was able to fully dive into the vehicle replacement plan for the first time. Attached to this report are two sheets:

1. A sheet showing our current vehicles, planned replacement date, and estimated replacement cost, and
2. A revised full replacement schedule through 2050 with CRF balances and contributions as adapted from the 2010 version I found.

Since I've been at the Precinct, I've continued the practice of contributing \$60,000 to the vehicle CRF accounts each year (\$30K each from water & sewer). After finding the background information on the vehicle replacement plan and running my own long-term analysis, it appears that we have been significantly underfunding these CRFs.

Over the coming 10 years, the Precinct needs to invest nearly \$1.85M in vehicle and equipment renewal. Put simply, \$60,000 per year is not enough to meet that investment need. I have made a few adjustments to the 2010 replacement plan to try and reduce the near-term investment needed. Those include:

- Increasing service life of pickup trucks from 10 to 12 years
- Increase service life of heavy equipment (Backhoe from 15 > 20 years, Excavator from 12 > 20 years)

- Pushed back the replacement date for existing vehicles/equipment that still has reasonable useful life left (Water Truck 3; Backhoe; Excavator; Dump Truck; WWTF Tractor, etc.)

The attached full replacement schedule makes the assumption that we will see, on average, 3% per year increase in the cost of equipment; replacement costs are based on 2021 pricing with appropriate inflation. It also assumes that we will receive some residual value for the old equipment being replaced.

Based on this revised full replacement schedule, we will need to start contributing \$150,000 per year (with a few years of \$160,000 contribution from 2026-2029) to the vehicle CRFs in order to meet the investment demand over the next 10 years. If we continue with the same contribution amount moving forward, even with projected vehicle/equipment cost increases we should be able to meet our vehicle/equipment investment needs through 2050.

Signing of Checks

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

- a. Payroll Checks dated 10/28/2021
- b. Accounts Payable Checks dated 10/28/2021

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