

Board of Commissioners  
Minutes  
September 1, 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, Ray Bushey, 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 and Non-Public Meeting Minutes from August 18, 2021.

Motion carried by 3-0-0 voice vote.

Fire Department

**Membership:**

39 Members

**Personnel:**

2 members on leave at this time

We has a member test positive for COVID-19. The last time he was at the station was Monday the 23rd; attending training. The other members that was at training got notified and is following the CDC guidelines. (Mask and COVID test).

**Training:**

Department Training.

Engine 1: Training:

Rescue Training: They trained on firefighter down drills along with search and rescue in the training area of the station.

**Department Activities:**

Home 2 Suites is in the final stages of construction, over the next couple of weeks the department will starting testing all the life safety systems.

**Emergency Calls:**

The fire department has responded to 101 calls for the month of August

The department has responded to 852 calls year to date for 2021

**Apparatus / Trucks:**

No Problems to report with the trucks that is great news.

**Purchase for New Equipment:**

Signing the contract for the new Rescue 1

Desorcie Emergency Products, LLC.

Option 1. Is for \$600,000.00 if we prepay as we have done in the past.

Option 2. Is for \$615,000.00 if we do not prepay. That would be over budget that was approved.

Ray Bushey went over the contract with the Commissioners.

**Motion of Commissioner Nelson and seconded by Commissioner Porter to sign the contract with Desorcie Emergency Products for the prepaid of \$600,000 for the purchase of the new Rescue 1. Motion carried by a 3-0-0 voice vote.**

**Motion of Commissioner Nelson and seconded by Commissioner Porter to allow Chief Patrick Preece to sign any further change orders for the purchase of Rescue 1. Motion carried by a 3-0-0 voice vote.**

#### New Business

(Superintendent's Report)

#### **Well 2R Project**

The project is still progressing well. Currently, SD Szetela is building the masonry walls.

#### **Saco River Erosion Study**

Interfluve is developing a contract that meets NHDES requirements. With luck we'll have a version to approve at the next meeting in two weeks.

#### **Cybersecurity Upgrades**

Tom Albert from Computer Port (IT Contractor) and Jim Fritz from EII (SCADA contractor) will be here on Thursday of this week to begin the process of separating the Administrative network (server, email, documents, etc.) from the SCADA network (computer controls for water/wastewater system).

#### **Water Rules & Regulations Update**

I'm waiting on the review from the Precinct's attorney and hope to have a reviewed version to discuss soon.

#### **Conceptual Projects Update**

##### **East Carousel Aeration Upgrade**

We met with the engineers on site two weeks ago and had good discussion about our needs and existing limitations. We are waiting on a proposal for preliminary engineering costs.

##### **Septage Grit Removal**

This project was also discussed with the engineers two weeks ago. Like with the Aeration upgrades, we are waiting on a proposal for preliminary engineering.

##### **Sludge Dryer**

We briefly discussed this with our engineers. At this time, this is still a back-burner project given that we're not sure the Town's level of interest in contributing to the project.

**Eastman Road / East Conway Road Water/Sewer**

No new news from the Town.

**Distribution System Improvements**

Still waiting on the draft scope/fee from the engineer.

**Chemical Storage Redesign – Well 3/6**

Still waiting on a draft scope/fee from the engineer. A piece of good news is we were able to get the complete CAD files (computer drawing files) for the original design.

**Village at Kearsarge Sewer**

We met with HEB Engineers to do a brief site walk on Country Road earlier in the week and get a lay of the land about possible sewer locations. I'll keep you updated as the preliminary design progresses.

**Water System Note**

We have had a series of water system tests come back positive for "coliform" bacteria. Coliform bacteria are not harmful to human health but are used as an indicator of potential issues in the distribution system. Our crew is taking additional samples and working to identify where the coliform bacteria could be coming from. Right now, it's just a small area of the system we're looking at – basically Mt. Surprise Road and Abbott Brook Road. All other samples have come back completely clean outside of that one small area.

Signing of Checks

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

- a. Payroll Checks dated 9/2/2021
- b. Accounts Payable Checks dated 9/2/2021

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 10:34 AM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen  
Recording Secretary