

Board of Commissioners

Minutes

September 2, 2020

The Commission Meeting convened at 10:00 AM. in the meeting room at the North Conway Water Precinct 104 Sawmill Lane North Conway, NH, as well as through the online platform, WebEx. The following were present: Commissioner John Santuccio, Commissioner Robert Porter, Commissioner Suzanne Nelson, Superintendent Jason Gagnon, Fire Chief Patrick Preece, Allan Clark of REI and Recording Secretary Hannah Andersen.

Call the Meeting to Order

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

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the Public Meeting Minutes from August 19, 2020.

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

FIRE DEPARTMENT

**Membership:**

40 Members

We have two new members:

1. Alan Tate has been assigned to Rescue
2. Colby Boutilier has been assigned to Tower 2

**Personnel:**

2 members on leave at this time

**Training:**

Department Training. Will be doing truck waxing and complete equipment cleaning on September 14th

Tower 2 Training: Will be doing ground ladders, carries properly getting ready for chimney fire season.

Rescue Training: Will be doing vehicle extrication training at Bryant Wrecker Service in Redstone.

**Department Activities**

Performed site plan review for new hotel at Mt. Cranmore Resort and approved the drawings.

Performed boundary line adjustment for Lloyd & Diane Drew on Longview and approved the drawings.

**Emergency Calls:**

The fire department has responded to 121 calls for the month of August

The department has responded to 778 calls year to date for 2020

The Members of the department has done a great job over the summer handling calls I would like to thank them for all of their hard work.

**Purchase for New Equipment:**

Seavey Street Station: the parking lot got paved and came out good. The only thing we have left to do before winter to install a drainage basin. Side note getting a donation for a generator and NCFD sign for the building.

**Norcross Circle:**

Allan Clark from REI came to give an update on the Fire Expansion project. The project is on budget and ahead of schedule. The foundation will be complete by the 11<sup>th</sup> and the steel will be on site by the 14<sup>th</sup> or 15<sup>th</sup> of September. The Mason is working on the elevator core currently. Long Lead items have been identified, as well as the appliances. Struggling with the telephone system at the moment but overall things are going as good as expected. So far there have been no days lost to weather.

There is an addendum exhibit for the Commission to sign for the project contract with Guaranteed Maximum Price that identifies May 2021 as the project's completion date.

Other Business

(Superintendent's Report – Jason Gagnon)

**Village at Kearsarge Water / Sewer Project**

Progress is moving along nicely. Phase I sewer main has been installed, and Phase III should be completed by the end of the week. Phase I water main installation has also been completed. LA Drew and HEB Engineers have been great to work with on the project and any issues and or unanticipated situations have been well handled by all.

**State Aid Grant**

The latest update is that the State has walked back on their proposal to freeze SAG payments. Many across the state, including myself, were very quick to sound the alarm on this issue and I think that made quite a difference in the State changing their minds. As of now, SAG payments are scheduled to be made as promised.

### **North End – Leak Detection**

A few recent projects completed by the Precinct and other contractors on the north end of the Precinct have uncovered badly corroded copper service lines, many with pinholes causing constant leaking. These leaks are revenue losses for the Precinct – we've already paid to pump it out of the ground, treat it, and distribute it, but because it leaks into the ground before it goes through a water meter we never get to bill for it. I've reached out to an established leak detection contractor who previously held the State of NH contract for leak detection for pricing to assess the northern part of the Precinct. For \$880, they can come in and assess a large portion of our system for service leaks. We could then tackle the leaks one at a time as Precinct staff is available. This fits within our approved budget and does not need approval – I just wanted to make you aware that we were moving forward with it.

### **Abatements**

Attached are my recommendations for water and sewer abatements that have recently been submitted. In summary:

#### Recommended for approval:

Account #1013, sewer charges and interest in the amount of \$2,167.94 due to broken pipes

Account # 0050, sewer charges in the amount of \$277.20 due to broken hose

#### Recommended for denial:

Account # 1694, sewer charges related to leaky toilet

Account # 1036, sewer charges related to outdoor irrigation use

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve Jason's recommendation of sewer abatement approvals for account 1013 and account 0050, and to deny the sewer abatements for accounts 1694 and account 1036.

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

#### Signing of Checks

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

1. 2020 Payable Checks dated 09/03/2020
2. 2020 Payroll Checks dated 09/03/2020
3. August 2020 Callfire Payroll Checks dated 9/3/2020

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 10:37 AM.**

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

Respectfully,

A handwritten signature in purple ink, appearing to read 'Hannah Andersen', with a large, stylized flourish at the end.

Hannah Andersen  
Recording Secretary