

Board of Commissioners  
Minutes  
September 27, 2023

The Commission meeting convened at 10:00AM in the meeting room at the North Conway Water Precinct, 104 Sawmill Lane North Conway, NH.

The following were present:

Commissioner James Umberger  
Commissioner Suzanne Nelson  
Commissioner Deborah Fauver  
Superintendent Jason Gagnon

Peter Hill  
Fire Chief Chad McCarthy  
Recording Secretary Hannah Andersen

Call Meeting to Order

Meeting called to order at 10:00AM by Commissioner Nelson.

Minutes

Motion of Commissioner Umberger and seconded by Commissioner Fauver to approve the Public and Non-Public Meeting Minutes from 9/13/2023.

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

Fire Department

Membership:

36

Personnel:

No change.

Training:

Department Training: Vehicle extrication

Engine 3 Training: To be determined

Rescue Training: CPR reservation

Department Activities:

Place of assembly inspections and life safety inspection on going.

*First rental inspections scheduled for the Town next week.*

Emergency Calls:

Five year call average is 1,276 calls a year.

Five year monthly call average is 106 calls a month.

Five year daily call average is 3.49 calls a day.

The department has responded to 1,184 calls year to date for 2023

Monthly call average is 99 calls a month for 2023 year to date.

Daily call average is 3.25 calls a day for 2023 year to date.

Apparatus / Trucks:

15E1 is out of service for a broken rear main leaf spring.

15R2 is still out of service for a recall. Hope to have it back this week.

Equipment Issues:

No Change

Purchase for New Equipment:

No new equipment

New Business

Recreational Use Committee

*Last week, the Commissioners took a tour of the Precinct property, including the newly acquired 96 acres in the Intervale flats. They will schedule nominations to be part of the next meeting.*

Quarter 4 Night Meeting

*Commissioners chose to set the Q4 night meeting to be on Monday, November 20<sup>th</sup> 7:00PM.*

Commissioners Reports / Superintendent Report

*Project Status*

Asset Management – Energy Efficiency Grant

No change.

Asset Management – Traditional Asset Management

We have received an updated quote from Raybern Utility Solutions for continued support through AM Software implementation. Raybern has been an incredible partner so far and their support will be very helpful as we implement the software. The cost of this support will fit within the NHDES grant thanks to lower than expected software costs.

Motion of Commissioner Umberger and seconded by Commissioner Fauver to support the \$9,000 expense for continued support from Raybern Solutions for Asset Management Software implementation.

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

#### Landfill Leachate

We conducted interviews with four firms last Wednesday. The interview team has chosen Black & Veatch as the top choice. The next step is to work with Black & Veatch to develop a scope and fee to move forward.

#### Sludge Dryer

No change.

#### Saco River Erosion

At our progress meeting two Fridays ago, Interfluve presented an update on potential alternatives for river stabilization. They are still working through and refining the alternatives, including the modeling for each alternative to identify upstream/downstream effects, lifespan of the proposed fix, and estimated costs.

#### WWTF Aeration Upgrades

We have received bid pricing for the 200 HP VFD to power the new mechanical aerator. The low bid was Stultz electric who will be providing a Toshiba VFD. The Precinct has many Toshiba VFDs already and we're quite happy with both performance and service. As a bonus, the pricing from Stultz came in around \$47K – much less than the \$120K placeholder in the original project estimate.

#### Cranmore-Artist Falls Water Main

Rotten Rock is scheduled to begin water main install from Skimobile Road on Tuesday.

#### Country Road Sewer

No change.

#### Pine Hill Franchise Area

From last report: We have received the last bit of clarification on the Pine Hill Franchise Area from the developer. All utilities will be installed to Precinct specifications. Although there is uncertainty whether or not the Town will accept the roadways as Town owned/maintained, it is my recommendation that the Precinct accept ownership of the water main within the road ROWs (Eastman Road, Bonita's Way) just like we would for watermain within any Town road. This includes the service laterals up to the curb stop within the ROW. It is also my recommendation that we do the same for the sewer mains and the central sewer pump station. The primary reason for accepting ownership of these utilities is so that the Precinct can maintain control over their use. There is still undeveloped land that will be served by these utilities, and it is important that the Precinct has some level of control over the who/what/where/how of future development and connections.

*Needs a vote at some point to accept ownership contingent upon work being completed to Precinct Specifications.*

*Well 4*

Barrie Miller's Well Service began cleaning the well on Monday. By the end of this week we should have a good sense of how that's going.

Motion of Commissioner Umberger and seconded by Commissioner Fauver to move forward with the purchase of black steel pipe for Well 4.

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

*Sawmill Lane*

I hope to have an update on Wednesday after speaking with Debbie Jones of North Conway Holdings.

*Cell Tower*

No change.

*Old Well 2*

We have received reports of water main from the old Well 2 protruding out into the river. Our crew is aware of the issue and will be working to remove the exposed pipe as they are able.

*Abatement Requests*

None.

Signing of Checks

Motion of Commissioner Umberger and seconded by Commissioner Fauver to ratify checks signed out of session:

- a) Accounts Payable Checks dated 09/27/2023.
- b) Payroll Checks dated 09/27/2023.

Adjourn

Having nothing further to come before this public meeting, motioned by Commissioner Fauver seconded by Commissioner Nelson to adjourn this public meeting at 10:51 PM.

Motion carried by 3-0-0 voice vote.

Respectfully,



Hannah Andersen  
Recording Secretary