

Board of Commissioners
Minutes
September 28, 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, Superintendent Jason Gagnon, Fire Chief Chad McCarthy, and Recording Secretary Hannah Andersen.

Call the Meeting to Order

Meeting called to order by Commissioner Santuccio at 10:01AM.

Minutes

Motion of Commissioner Nelson and seconded by Commissioner Porter to accept the Public Meeting Minutes from September 14, 2022 and the Non-Public Meeting Minutes from September 14, 2022.

Motion carried by 3-0-0 voice vote.

Fire Department

Membership:

40 Members

Personnel:

On September 6, 2022, Senate Bill 357 became effective which requires mental health training for first responders.

Training:

Department Training: Our annual CPR training.

Engine 3 Training: Pumps class # 2.

Rescue Training: NCCP.

Department Activities:

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

Emergency Calls:

The fire department has responded to 132 calls for the month of August

The fire department has responded to 86 calls for the month of September.

The department has responded to 1,002 calls year to date for 2022

Apparatus / Trucks:

The annual inspection and service of the trucks is going good.

We reserved pictures of the new rescue truck cab. It's on the assembly line.

Equipment Issues:

No change.

Purchase for New Equipment:

No change.

New Business

(Superintendent's Report)

Project Status**Asset Management**

Last Thursday, Steve Bolles from Process Energy visited our water wells to update our energy audit. This service, funded by NHDES, will help us to identify energy saving opportunities within our water system. I spoke with Steve about our recent energy efficiency projects grant from NHDES, which we received with the intention of doing heat pumps for the well buildings and a rooftop solar array at Well 2R. Steve agrees that it doesn't make sense to do the rooftop array at Well 2R given the new federal solar incentives available to municipalities and the favorability of doing a larger ground-mount solar PV system instead. Where we stand now is that I am recommending holding off on signing the grant paperwork for the HVAC / rooftop project until we get Steve's updated report back. At that time, we can reevaluate. It's possible we may have other worthy projects to make use of the money allocated to the rooftop solar array, and if so, we want to be sure we clear that with NHDES before signing the grant paperwork.

Sludge Dryer

No change.

Saco River Erosion

During discussion at Annual Meeting, the idea with many of these projects was that we would fund design out of Capital Reserve. In this instance, there are advantages to adding a step to the design funding process. By taking out an SRF loan for our design work, we receive nearly \$173K in principal forgiveness toward planning and design. Once that design process is finished, we can then immediately pay off the loan after receiving the principal forgiveness. At that point, we would then take out the "big ticket" loan for construction of the project. By doing it this way, we maximize the amount of principal forgiveness available as compared to applying for the full project in one fell swoop. This is in part because this is considered a "stormwater" project by NHDES, rather than a traditional wastewater project, and the total annual funding pool in stormwater is currently smaller than that of wastewater. I don't believe a vote needs to take place on this but wanted to make sure our approach was fully transparent.

WWTF Aeration Upgrades

The design contract with Wright-Pierce is currently under review by NHDES.

WWTF HVAC Loft

Currently under budget. Just under \$113,000. The only contractors in the area who can do this project is LA Drew. Shawn Bergeron worked with Kyler Drew to make sure they could get the project done durably.

Motion of Commissioner Nelson and seconded by Commissioner Porter to waive the need for multiple bids and accept LA Drew's proposal of \$112,900 and authorize Jason Gagnon to sign the needed paperwork.

Motion carried by a 3-0-0.

Cranmore-Artist Falls Water Main

No change.

Country Road Sewer

No change.

Pine Hill Franchise Area

No change.

Radio Upgrades

On Thursday, Eli will be here to do a radio path study for replacement of the Precinct's SCADA system radios. Our current radios have been discontinued and we can no longer get spares or parts. Our goal in replacing the radios is to increase reliability and hopefully capture a few sites that we haven't been able to in the past.

457(b) Benefit Program

No change.

Fuel

Eastern has told us they cannot match Burke's pricing. We will notify Eastern to stop auto deliveries and switch over to Burke.

Abatements

Account 2959 - \$365.38

Motion of Commissioner Nelson and seconded by Commissioner Porter to approve the sewer abatement request for account 2959 in the amount of \$365.38.

Motion carried by 3-0-0 voice vote.

Northbrook Condos

No change.

Signing of Checks

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

- a. Payroll Checks dated 9/29/2022
- b. Accounts Payable Checks dated 9/29/2022

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

Non-Public

At 10:30 AM there was a motion of Commissioner Nelson and seconded by Commissioner Santuccio to enter into Non-Public Session by reason of RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

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

John Yes

Sue Yes

Bob Yes

The Commission returned to Public Session at 11:07AM.

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 11:07AM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen
Recording Secretary