

Board of Commissioners

Minutes

September 16, 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 and Fire Chief Patrick Preece.

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 September 2, 2020.

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

FIRE DEPARTMENT

**Membership:**

40 Members

No new applications at this time.

**Personnel:**

2 members on leave at this time

**Training:**

Department Training. The truck waxing and cleaning of all the equipment on the trucks went very well.

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 Commercial Development of the former Junge's Property this includes Restaurant, Bank and a 3 Story 114 Room Hotel. Approved as revised drawing.

**Emergency Calls:**

The fire department has responded to 42 calls for the month of September

The department has responded to 821 calls year to date for 2020

**Seavey Street Station:**

The drainage basin has been installed and works great. The landscape has been completed and the abutter is very happy with all the work.

**Norcross Circle:**

Footings and foundation wall is at 80% complete. The concrete contractor should have his work complete by the first of the week. The steel for the building will be arriving next week and they will start setting the steel in place. Plumbers arrived on Tuesday and started working on the underground plumbing. The Task Force is working on a telephone system, figuring out the kitchen system and other items for the property. Fire alarm vendor, access control vendor, mechanical vendor, propane vendor (Lowest RFP came back for \$1.07 per gallon from White Mountain Oil) are under contract. Many thanks to the task force and David Swirk from the Railroad and members of the Country Club for being great neighbors during this process.

Outdoor Dining has been extended due to regulations for Covid-19.

Other Business

(Superintendent's Report – Jason Gagnon)

**Village at Kearsarge Water / Sewer Project**

Progress is moving along nicely. Sewer laterals have been installed for Phase I and Phase III. Work has begun on Phase II sewer.

**North End – Leak Detection**

The first day of leak detection services on the northern end of the Precinct turned up one possible leak in the vicinity of Maple Street, which staff will look into. The leak detection company will be coming back one additional day to continue work south into North Conway village and surrounding areas.

**Fuel Installation**

We have finally received approved plans from the State of NH for our new fuel installation. It will be moved across the pavement from the water garage into the lawn area between the pavement and the wastewater carousel in order to reduce the amount of pavement disruption and make snow removal easier moving forward. We anticipate work beginning on this next week.

**CWSRF – Principal Forgiveness for Saco River Erosion Study**

The Precinct has been awarded the full \$75,000 to study riverbank erosion north of the WWTF. This project was approved by voters at Annual Meeting in June, and we will begin the process of selecting a qualified fluviogeomorphologist to conduct the study and identify risks to and potential strategies for protecting our WWTF infrastructure.

**WWTF Lawn Mower**

Our trusted Kubota lawn mower has finally met its maker after more than 20 years of service at the WWTF. The frame is cracked and caused leaking around the hydrostatic drive assemblies that cannot be fixed. I have received multiple prices to replace the mower but would like to hold off another couple weeks until I can see 3rd quarter revenue numbers before purchasing. I hope to have a recommendation in the next two meetings on this.

**Solar Installation**

We have a meeting with Revision Energy and HEB Engineers this Thursday morning to discuss potential grading adjustments to help reduce earthwork costs associated with the new solar panels. In the meantime, Precinct staff have been working to do some of the earthwork in house ahead of time to help reduce the overall cost of the solar project.

Signing of Checks

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

1. 2020 Payable Checks dated 09/17/2020
2. 2020 Payroll Checks dated 09/17/2020

Motion carried by voice vote 3-0-0.

Adjourn

Having nothing further to come before this public meeting, Motion of Commissioner Porter and seconded by Commissioner Nelson to adjourn this public meeting at 10:22 AM.

Motion carried by voice vote 3-0-0.

Respectfully,



Hannah Andersen  
Recording Secretary