

**CONWAY VILLAGE FIRE DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF THE MEETING  
April 30, 2015**

**Comm. Bean called the meeting to order at 3:35 p.m.**

**Commissioners Present at Start of Meeting:**

Janine Bean  
Joseph Quirk

**Others Staff Members Present at the Start of the Meeting:**

Superintendent Gregg Quint  
Fire Chief Solomon  
Bookkeeper Amy Snow  
Office Receptionist Paula Abraham

**Others Present:**

**Administrative Business**

- Ratify A/P Manifest and checks dated April 23, 2015 - *Moved by Comm. Quirk; seconded by Comm. Bean; motion passed 2-0.*
- Approval of A/P Manifest and checks dated April 30, 2015 – *Moved by Comm. Quirk; seconded by Comm. Bean; motion passed 2-0.*
- Ratify Weekly Payroll Manifest and checks for period ending April 19, 2015 - *Moved by Comm. Quirk; seconded by Comm. Bean; motion passed 2-0.*
- Ratify Elected Officials Monthly Payroll Manifest and checks for period ending March 31, 2015 - *Moved by Comm. Quirk; seconded by Comm. Bean; motion passed 2-0.*
- Ratify Elected Officials Monthly Payroll Manifest and checks for period ending April 30, 2015 - *Moved by Comm. Quirk; seconded by Comm. Bean; motion passed 2-0.*
- Approval of Weekly Payroll Manifest and checks for period ending April 26, 2015 – *Moved by Comm. Quirk; seconded by Comm. Bean; motion passed 2-0.*
- Approval of Elected Officials Payroll Manifest and checks for period ending April 30, 2015 – *Moved by Comm. Quirk; seconded by Comm. Bean; motion passed 2-0.*
- Approval of the Minutes – Minutes of the April 16, 2015 Commissioner’s meeting were reviewed prior to the meeting. *Moved by Comm. Quirk to accept the minutes of April 16, 2015; seconded by Comm. Bean; motion passed 2-0.*
- Time sheets for Superintendent Gregg Quint and (Fire) Chief Stephen Solomon were reviewed and signed by Comm. Bean.
- Items for Signature:
  - Trustees of the Trust Fund Letter – CVFD Sewer & Water Payroll Trust Funds – Ms. Snow informed the Board that two employees are cashing out their bonus leave. It will zero out the sewer and will almost zero out the water but then at next year’s

meeting we can move to close the two accounts. *Moved by Comm. Quirk to approve the letter as presented; seconded by Bean; motion passed 2-0.*

- Civil Solutions Letter – Lamplighter MHP – Sup. Quint advised the Board that CVFD will be responsible for the drainage under Route 16 and that Burr Phillips will be submitting an agreement to their lawyer. He will be sending a draft of the letter to me, you (the Board) and to our lawyer. Comm. Bean advised that the State will not allow a private entity to own anything in the road so they've asked us to take over the responsibility. Discussion on the drain line continued. *Moved by Comm. Quirk to signed letter as presented; seconded by Comm. Bean; motion passed 2-0.*

### **Correspondence Items (FYI)**

- Comm. Bean reviewed a letter from the Town of Conway regarding and invitation for the Energy Committee and advised to hold on to it so Comm. DiGregorio can read it.

### **Emergency Services**

- Still working on the final design of security changes for the fire station. Investigated some free doors as commercial doors are pricey and discovered that it would cost more than buying real doors as one is the wrong width and the other the wrong height. Granite State Glass is working up a price.
- The new ambulance is being built, the stretcher is already in.
- Comm. Quirk stated that he had someone ask him that when we make those changes for security when that hallway is roped off from the public, would the restrooms still be available for when they use the park and the signs are put up for the restrooms. Comm. Bean next asked if they have an event at the park they would have to get a port-a-potty. Chief Solomon advised that it would depend on what it is; it is the Conway Village taxpayers that pay to clean those restrooms, and supply all the products and water also if there is an event with several hundred people that is not going to work. Comm. Bean stated that it would have to be on the application for the use of the park or we might say you have to have a port-a-potty. Comm. Quirk next asked what the answer is and was advised that the answer is you would have to ask that question when they make out the application for the use of the park.
- There was a discussion on the need to clean and empty the barn.

### **Superintendent**

- Barn – There is some old equipment in there that also needs to be cleaned out maybe put on EBay; contacted a few towns to see if they're interested with no interest; Comm. Bean stated that is an awesome idea.
- Abatement Request – 305 West Main St., Cabin #3 – *Moved by Comm. Quirk to approve abatement of \$ 39.20 as presented; seconded by Comm. Bean; motion passed 2-0.*
- Abatement Request – 428 White Mountain Highway (Merrill Farm Inn) - *Moved by Comm. Quirk to approve abatement of \$351.20 as presented; seconded by Comm. Bean; motion passed 2-0.*

### **New Business**

- Ms. Snow presented brochures that she received from the Gibson Center and asked the Board if it was okay to display in the foyer. The Board consensus was that it was a good idea.

- Ms. Snow advised the Board she discovered that in May 2006 there was an amendment to CVFD's charter that pertains to the park specifically recreational purposes and proceeded to read the article in which it was amended. Ms. Snow verified with the Secretary of State that back in 2006 if you did not get a response back from the SOS, the article amendment is okay. The amendment is now attached to all copies of the charter. Comm. Bean advised that the charter is sealed. Ms. Snow added that the SOS will not provide a new charter.
- There was a discussion on the future of the little brick building by the railroad tracks. It was suggested to advertise it and sell it as it is no longer needed.
- Ms. Snow advised that a letter from PLT was received stating that they are going out of business and we have until June 20, 2016 to seek another carrier to handle our worker's compensation, unemployment, and liability insurance; have contacted Primex for quotes; if we can save money this year versus waiting until next year, why not. Comm. Quirk next asked don't we pay the State directly for unemployment insurance and was advised we did when we were self-insured but now it is through PLT.

#### **Public Comment**

- There was no public comment.

#### **Future Dates**

- Board of Commissioners meeting:
  - Thursday, May 14 at 3:30 p.m. at the District Office.

***Without objection, the meeting was adjourned at 4:08 p.m.***

Respectfully Submitted,  
Paula Abraham  
Office Receptionist