

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday December 1, 2016
Minutes**

Meeting was called to order at 4:30 p.m.

Commissioners present: Janine Bean, Michael Digregorio, Steve Bamsey

Others present: Gregg Quint- Superintendent, Chief Solomon, and Amy Snow-Municipal Bookkeeper, Tom Bucu

ADMINISTRATIVE BUSINESS

Mr. Bamsey made a motion to approve items A through B, motion seconded by Mr. Digregorio; motion passed 3-0-0.

- a. Ratify A/P Manifest and sign checks dated 11/22/2016 & 11/30/2016
- b. Ratify Payroll and sign checks for period ending 11/20/2016 & 11/27/2016
- c. Approval and signing of Superintendent's. and Chief's timecards for period ending 11/20/2016 & 11/27/2016
- d. Approval of Meeting Minutes dated 11/17/2016
- e. Letters to Representatives and Governor
- f. Conversation with Paul D.
- g. Public Hearing Discussion

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 11/20/2016 and 11/27/2016

Mr. Bamsey made a motion to approve the Meeting Minutes dated 11/17/2016, Mr. Digregorio seconded the motion; motion passed 3-0-0.

Ms. Bean opened with the letters to Representatives and the Governor. It was suggested that the letters go out in January, to the Representatives because that is when their session starts. They will have their budgets before them and know what the letter is referring to. The letter to the Governor was briefly discussed. Ms. Bean suggested that the letter go out as soon as possible, because he is building his budget. It was agreed to send it to Governor elect office. Ms. Bean will have the letter ready to sign Monday.

Ms. Bean tried calling Paul Degliangeli; he was not in so she sent him an e-mail. Paul called her back and Ms. Bean asked about the Main Street Project contract, the whole thing needs to be changed due to the town taking over the sidewalks. Paul is aware of it and told Ms. Bean that he and Carl Thibodeau went down and met with Governor elect Sununu and discussed the Main Street Project and how important it is to get this project done. Ms. Bean suggested after Governor Sununu gets into office we send him a letter regarding the project. They also informed Sununu that people at DOT are not returning phone calls from Either Paul D and from engineers at Underwood. Discussion ensued.

Ms. Snow presented a release of lien on 135 East Main Street.

Mr. Bamsey made a motion to sign the release of lien for 135 East Main Street, Mr. Digregorio seconded the motion; Motion passed 3-0-0.

BOC INFORMATION

File was reviewed

SUPERINTENDANT'S BUSINESS

Ms. Bean asked Mr. Quint what he is proposing the markup on the inventory should be. Mr. Quint responded 30% because the way we do it now, if someone buys a part the money we buy the part for goes back into inventory and the markup is what we realize for revenue. Discussion ensued. It was agreed starting the first of the year the markup will be 30% on inventory sales.

Mr. Quint presented sewer abatement for \$396.00.

Mr. Bamsey made a motion to abate \$396.00 as recommended by the Superintendent, Motion seconded by Mr. Digregorio; motion passed 3-0-0.

Ms. Bean questioned Mr. Quint if Defelice came this past week to work. Mr. Quint said they came and dropped off an excavator at the end of VFW Street, with no way possible to get it into the treatment plant. He had Bruno Contact Mr. Mercier this afternoon to tell Stew to get a truck here to move the excavator. Bruno has been e-mailing Mr. Mercier everyday informing him that there is no progress. Mr. Mercier will be here next Thursday for a Commissioner's meeting. Discussion ensued around the Bonding agent and retainage. Ms. Bean said she wants an email sent to Mr. Mercier tomorrow asking him to start the process with the Bonding agent.

Ms. Snow said she emailed Mr. Mercier regarding the status on West Main Street and Asset Management because she is holding a payment to Underwood, because DES has not released any more funds because Cross is not complying with Mavis Davis Bacon. We were supposed to close on the loan November 15th and we are accruing \$70.00 a day interest which is up to \$1200.00 that Cross will owe us and she also wants to know what the status is on closing the loan and Asset Management. Discussion ensued. Mr. Quint said Mr. Mercier and Sharon Rivard from DES will be here next Thursday at 10: 00 regarding Asset Management. Mr. Quint will send an email tomorrow to Mr. Mercier regarding Defelice.

FIRE CHIEF'S BUSINESS

Chief Solomon went over the official copy of the Non- Precinct Fire Contract signed by the Town of Conway Selectmen. A brief discussion ensued.

Mr. Bamsey made a motion to sign the Non- Precinct Fire Agreement with the Town of Conway beginning January 1, 2018, Mr. Digregorio seconded the motion; Motion passed 2-1-0.

Chief Solomon then presented a settlement from a workers comp carrier. The total bill was \$1045. They are offering to pay \$ 796.60 (75%) which is better than what we would get if it was a Medicare commercial insurance. Discussion ensued.

Mr. DiGregorio made a motion to abate \$248.40 and accept the negotiated settlement for \$ 796.60 on behalf of Lorianne Mosher for ambulance transport, Mr. Bamsey seconded the motion; motion passed 3-0-0.

Chief Solomon told the Board that on Monday he was unable to access his reporting software due to ransom ware. Tom from Computer Port took the server and the infected work station away and restored the shadow copies on the server and totally wiped the infected workstation. The whole system was down from Monday to Thursday. Carbonite has been set up. Discussion ensued.

Discussion ensued around Kenny's retirement it was decided to budget for six months payroll and split payroll 50/50 between water and sewer.

Details for the Thursday's public hearing were discussed.

Ms. Bean then opened up discussion regarding Kenny's retirement. Mr. Bamsey proposed that they discuss paying 50% of Kenny's sick time. Discussion ensued.

Mr. Digregorio made a motion that CVFD will pay 100% of Kenney's vacation time and 50% of his unused sick time upon retirement; discussion ensued.

Mr. Bamsey asked is 50% to high. Discussion ensued. Mr. Digregorio said he couldn't go below 50%. More discussion ensued.

Mr. Bamsey seconded the motion; motion passed 3-0-0.

There being no further business, the meeting was adjourned without objection at 7:12 p.m.

Respectfully Submitted,
Stacy Bolduc, Receptionist

OLD AND PENDING

Policies and Procedures
Ambulance Billing Write-off Policy
Review of Non-Public Meeting Minutes 2013 (14)
2017 Budgets
Chiefs and Super's Goals
Steve Anderson Program

FUTURE DATES