

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday December 17, 2015**

Meeting was called to order at 3:40

Commissioners present: Janine Bean, Michael Digregorio, Joseph Quirk

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

Public Present: Dave Mercier of Underwood Engineers, Paul DegliAngeli of the Town of Conway, Mr. & Mrs. Bill Masters.

ADMINISTRATIVE BUSINESS

Mr. Digregorio made a motion to ratify items A and B, motion seconded by; motion passed 3-0-0.

A. Ratify A/P Manifests and sign checks dated 12/17/2015

B. Ratify Weekly Payroll and sign checks for week ending 12/13/15

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 12/13/2015

Mr. Digregorio made a motion to approve the Meeting Minutes dated December 10, 2015, Mr. Quirk seconded the motion; motion passed 3-0-0.

The paper work for the closing is not ready yet.

FIRE CHIEF'S BUSINESS

Chief Solomon presented ambulance bills to be sent to collections and to be written off. Chief explained that they each get two bills, then a letter notifying that they could be sent to collections and at least one follow up phone call before they come back to us. **Mr. Quirk made a motion to write off \$1820.98 as recommended by the chief, Mr. Digregorio seconded the motion reluctantly; motion passed 3-0-0.** The chief was directed to send \$15,350.30 to collections.

The Chief contacted Page, Wolfberg, and Wirth to find out how much it would cost for them to give us a legal opinion on billing out of state Medicaid. He was told that first the firm has to vet CVFD to make sure they can give us an opinion and to make sure there is no conflict. It should not cost more than \$3000. The only thing the person the chief spoke to said was that he felt it should not be an issue. Comstar has tried billing Massachusetts and Tennessee and the bills have been kicked back. Comstar was told that CVFD does not have enough volume to bill Massachusetts Medicaid and was not issued a number. The Chief will look into the application process. The Chief will contact Comstar to see if they can resubmit the paperwork. This discussion was moved to old and pending. It was decided that it would take years to recoup the money spent for council.

SACO RIVER PUMP STATION

Dave Mercier covered change order number 4 and ineligible costs such as sub-base work on River Rd. It was explained that the water main was not where it was marked and was hit and broken causing some damage. The saturated material was removed and needed to be replaced. 280 linear feet was repaired shoulder to shoulder. This break was not Defelice's fault. The total of ineligible costs totals \$7554.96. The second change is an expansion joint on the bridge that Underwood approved but wasn't the correct joint. Underwood will cover this cost of \$7115.82. There was about \$700,000 of contingency and now there is about \$250,000. Mr. Mercier

suggested that the \$7100.00 be taken off the bill for the ineligible portion of the Sewer Management so instead of \$10,000 out of pocket for the district it will only be \$2,900. All the rest on Change Order 4 is eligible. Mr. Mercier then discussed change order number 5 involving the culverts by the Saco Pump Station. It was discovered that the district installed the culverts in the 1970s and never maintained. The design calls for them to be dredged and lined and have a concrete head wall installed. Mr. Mercier proposed that the district enhance the retaining walls to protect them for more than like five years equating to an approx \$20,000 to \$30,000 add on. Mr. DegliAngeli suggested a second pipe but either way the headwall needs to be installed but after thinking about it he thought the headwall will work. Mr. Mercier should be able to have a number for the next commissioners meeting. **Mr. Digregorio made a motion to spend additional money up to \$30,000 on the culverts by the Saco Pump Station, the motion was seconded by Mrs. Bean; motion passed 3-0-0.** Mr. Mercier stated that West Main Street is getting ready to out to bid. One change is that North Road has been made an additive alternate. The only other change is instead of three temporary water set ups there will be one. As far as Main Street - Mr. DegliAngeli finished reviewing the fees and has come up with his own and Underwood and he will come up with an agreeable figure then it will go to DOT. Once DOT "blesses" it a contract can be signed and the work can begin. Mr. Mercier also informed the Board that an asbestos cement pipe needs to be removed, this will involve a specialty company to abate it but the Conway landfill accepts this material. This is a 15" line coming into the pump station and then out to the river. Two ten foot sections and a thirty foot section all have to be removed the rest will be filled and abandoned.

Mr. DegliAngeli left the meeting at 4:36 p.m.

Mrs. Bean asked for a projection date for sending flow to North Conway, Mr. Mercier stated the contractor's date is March 15; potentially it could be April 1st. Mr. Digregorio asked about the treatment plant once flow is going north. Mr. Mercier answered that the lagoons will be emptied and pipes will be demoed and the building will be renovated to be used as storage. We are waiting for a price to dewater the sludge. The one lagoon that will be available will have about 10 to 20 days of storage if for some reason we had to stop flow north.

Amy explained that the closing papers are not ready because all the paper is not submitted and RD told Renelle that after January 1 the interest rate may go down. The bad news is that we only have 21 years to pay off the loan instead of 26 because the first draw on the interim loan was in 2007.

Mr. Mercier left the meeting at 5:00 p.m.

Mr. Digregorio made a motion to rescind the motion made last week to send an invoice to the town for \$7554.96 for River Rd., Mrs. Bean seconded the motion; motion passed 3-0-0.

SUPERINTENDANT'S BUSINESS

The Commissioners were handed updated General Fund, Water, and Sewer budgets for review. They reviewed the general fund, Mr. Digregorio asked about the misc. income – 2015 shows the refund from Health Trust due to PLT's suit. There is no refund to count on for next year but we may get something after Health Trust's audit. Mrs. Bean thought the Park Trust Fund could be used to off-set taxes. There is a lamp that needs repairing/replacing.

The Commissioners reviewed the water budget next. There was discussion on the meter line item and whether or not it should be lowered Steve Anderson's plan is to use a portion of the Treatment plant, once it is decommissioned, for a meter testing and rebuild station, he is asking

for \$7500. Mrs. Bean felt it should be brought down to \$5000. Amy pointed out that we are at a net gain even with the \$7500 and the taxes are not affected by water expenses. Mr. Digregorio felt that this was reasonable when trying to start up a new program like this. Discussion ensued around the sewer budget next. The NCWP number was able to be dropped Mr. Digregorio questioned the phone line item but the lines that were dropped were not a big expense. There was discussion on the electricity line and the debt, our goal is to not raise rates and keep taxes down. The thought is to use some funds already raised by rates and fees.

The commissioners looked at the Fire budget next. The letter was sent regarding mutual aide but no one has contacted the chief yet. The chief was asked to add a line in revenue for paramedic intercepts. Discussion ensued regarding tax rates for fire and in all. Discussion ensued regarding building the budget as if we are keeping the fire department. Warrants articles will have to be in the correct order to address warrant articles if the fire department is going to the town. The commissioners discussed the fire department. Mr. Digregorio gave an update on selling water – it is a dead issue, Nestle cannot not truck it, they are tied into Fryeburg. Because of this inability to generate more revenue Mr. Digregorio would be in favor of not just dissolving the Fire Department but the whole district. Mrs. Bean is not in favor of this idea because water and sewer are viable. The Chief handed out and went over different scenarios that illustrate comparisons of the tax impact on CVFD if it divested itself of the fire department (attached). Discussion ensued. The commissioners all agreed that any warrant articles written need to be written strategically and all issues are addressed. **Mr. Digregorio made a motion that the commissioners direct staff to create a warrant article to relinquish the fire department to the Town of Conway,** discussion ensued and the consensus is that we want to word our article to work with the town's 1997 article so the selectman can take it on without a vote at Town Meeting. The article should address that the town would get the service, vehicles, equipment, building, people, cash, and receivables, but not the capital reserve funds. The fire department will take a hit in the respect to the reserve accounts. It was stated that the town feels it is cleaner if they take over the entire district. Amy is waiting to hear back from the Secretary of State in regards to our Charter as to whether or not it is a "Charter" and if we need to amend it and how. **Mr. Quirk seconded the motion; the motion passed 3-0-0.** Discussion ensued regarding the roof and insulation of the fire house. The chief stated the hole was fixed. The chief also stated that the Cadillac tax has been moved up 2 years and this is good news.

PUBLIC COMMENT

Mr. Masters relayed that he was pleased with the fact that commissioners are moving forward with relinquishing the fire department.

OFFICE POSITION

The commissioners reviewed the applications. Discussion ensued. A list of four people was given to Amy to schedule for the next meeting to be interviewed by the commissioners.

Mr. Digregorio left the meeting at 6:30 p.m.

The meeting was adjourned without objection at 6:31 p.m.

FUTURE DATES

Wednesday, December 23, 2015

Wednesday, December 30, 2015

Respectfully submitted, Amy Snow - Municipal Bookkeeper.