

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONER'S MEETING  
Thursday December 8, 2016  
Minutes**

Meeting was called to order at 5:50 p.m.

Commissioners present: Janine Bean, Michael Digregorio, Steve Bamsey

Others present: Gregg Quint- Superintendent, Chief Solomon, and Amy Snow-Municipal Bookkeeper, David Mercier, Paul D. and Tom Buco.

ADMINISTRATIVE BUSINESS

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

- a. Ratify A/P Manifest and sign checks dated 12/04/2016
- b. Ratify Payroll and sign checks for period ending 12/04/2016
- c. Ratify Monthly On-Call Payroll period ending 11/30/2016
- d. Ratify Monthly Elected Officials Payroll period ending 11/30/2016
- e. Approval and signing of Superintendent's. and Chief's timecards for period ending 12/04/2016
- f. Approval of Meeting Minutes dated 12/01/2016

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 12/04/2016  
**Mr. Bamsey made a motion to approve the Meeting Minutes dated December 1, 2016, Mr. DiGregorio seconded the motion; motion passed 3-0-0.**

Mr. Mercier opened the meeting with an update on phase 2 wastewater interconnect with North Conway. (See attached). He summarized we reached substantial completion on base bid one and two back in May therefore, they have until May of 2017 to finish all the warranty work items. He explained he could not call the bonding agent as requested because, we asked them to go away while the sludge is drying and come back next spring therefore they still have opportunity to come back and finish. The good news is that the two main punch lists for the Force Main and the Head Works Building are pretty well along. The protective cages have been hung over the last three days. They still have to do the roller system.

Mr. Mercier has requested that they bring in an excavator and actually excavate some holes in the bottom of the four lagoons so any rain water and snow can drain out. Discussion ensued. Mr. Mercier asked if a letter he penned on our behalf to RD regarding a six month extension went out. No one knew for sure, he asked Ms. Snow to follow up on it. He sent it to us on November 11<sup>th</sup>.

Mr. Mercier then went to page 4 and talked about contingency (See attached). There is \$130,612 left in it to spend. Some things that have been discussed in the past; putting bypass pumping connections at the pump stations, on Eaton Rd pump station replacing the heat and ventilation and on the Towle Rd potentially putting a cover over the pump station.

Mr. Digregorio asked with the left over grant money is it possible to use some of that to redesign the garage doors instead of the roller system (at the Saco pump station). Mr. Mercier said yes,

they can look at that. We would still need the roller system, just not as many. Discussion ensued. Mr. Bamsey questioned where this money can only be used for waste water, can we use it for our portion of the North Conway Waste water upgrade. Mr. Mercier said he would look into it.

More discussion and updates ensued around the EPA and what is expected of CVFD, Wastewater Asset Management Plan and Phase III West Main Street Water (For details see attached). Mr. Mercier reviewed engineering cost under Phase III project. He stated the majority of the overage in engineering cost a result of needing a resident engineer and an insufficient initial estimate of the time required to complete the work. (See attached). Discussion ensued.

Mr. Mercier will recalculate the engineering cost and the Board will look to see where they will take the money from to pay the extra cost.

Mr. Mercier reported that the Phase IV Main Street Improvement project is on hold due to NH DOT having an extreme shortfall in their funding. (See attached).

Mr. Digregorio left the meeting at 7:01.

Chief Solomon reported he cannot finalize his operating budget till the Town of Conway makes a decision on the Ambulance contract. He also said we need to draft Warrant Articles. A brief discussion around budgets ensued.

Mr. Bamsey updated the Board on his class on Right to Know Law and what he learned regarding the use of e-mail and minutes.

There being no further business, the meeting was adjourned without objection at 7:15 p.m.

#### BOC INFORMATION

File Reviewed

#### OLD AND PENDING

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

#### FUTURE DATES