

Date Approved: 2/16/15

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

Comm. Bean called the meeting to order at 12:35 p.m.

Commissioners Present at Start of Meeting:

Janine Bean
Thomas Bucu
Joseph Quirk (not present)

Others Staff Members Present at the Start of the Meeting:

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

Others Present:

Administrative Business

- Approval of A/P Manifest and checks dated January 29, 2015 – *Moved by Comm. Bucu; seconded by Comm. Bean*; further discussion; Comm. Bucu commented on total payable for electricity of \$13K the month for both ConEd and PSNH – \$7K for the treatment plant alone. Comm. Bean inquired about the plan for decommissioning the treatment plant for 2016 and when the emptying of the lagoons will happen. Sup. Quint advised that the lagoons need to be emptied before it can be decommissioned. The discussion continued regarding the timing and logistics; *motion passed 2-0.*
- Approval of Weekly Payroll Manifest and checks for period ending January 25, 2015 - *Moved by Comm. Bucu; 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.
- Approval of the Minutes – Minutes of January 23, 2015 Commissioner’s meeting were reviewed prior to the meeting. *Moved by Comm. Bucu to accept the minutes of January 23, 2015; seconded by Comm. Bean motion passed 2-0.*

Correspondence Items (F.Y.I)

- BOC folder was reviewed

Superintendent

- Keeping busy with stacking snowflakes.

Emergency Services

- Staying busy and also dealing with stacking snowflakes.

New Business

- Acceptance of Unanticipated Revenue - \$1,253.56 from PLT – Ms. Snow advised that this is a refund from Worker’s Comp from 2013 due to an audit from PLT; ***Moved by Comm. Bucu to accept the unanticipated revenue of \$1,253.56 as presented; seconded by Comm. Bean; motion passed 2-0.***

Old & Pending Issues

- Underwood General Services Agreement – This contract was reviewed prior to the meeting; Comm. Bean had a concern regarding the automatic renewal section. Comm. Bucu asked if we should we have them amend it. Comm. Bean’s concern was whose responsibility it was to track this; maybe this is not an issue and it may not matter. Comm. Bean recommended signing the agreement. ***Moved by Comm. Bucu to sign the General Services Agreement as presented by Underwood Engineers; seconded by Comm. Bean; motion passed 2-0.***
- 2015 Budget/Warrant – finalizing of the budget (attached) was reviewed and discussed by the Board. There was discussion on the Fire/Rescue Equipment Capital Reserve Fund pertaining to purchasing a new ambulance and the Building Maintenance Trust Fund regarding paving the lots at the District office and ES Station. There was much discussion pertaining to the Sewer Debt Impact on the District Tax Rate spreadsheet (attached) that was provided by Underwood Engineers.
- Comm. Bean advised that she had a conversation with Paul D. and he does not have a problem overseeing the Main Street project as he did with Washington Street; nothing has changed from the way it was done in the beginning.

Public Comment

No public comment

Future Dates

- Board of Commissioners meeting:
 - Friday, February 6 at 12:30 p.m.
 - Friday, February 13 at 12:30 p.m.
- Budget Hearing – Tuesday, February 10 at 7:00 p.m. at ES Station Meeting Room
- Annual Meeting – Tuesday, March 10; Polls open at 5:00 p.m. | Meeting begins at 7:00 p.m.

Without objection, the meeting was adjourned at 2:33 p.m.

Respectfully Submitted,
Paula Abraham
Office Receptionist