

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday January 7, 2016
Minutes**

Meeting was called to order at 3:30

Commissioners present: Janine Bean, Michael Digregorio, Joseph Quirk

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

Public present: Daymon Steere of the Conway Daily Sun

The Commissioners signed the closing papers for the Force Main Loan closing on the 15th. Mrs. Sharon Quint attended the meeting long enough to notarize some of the paper work.

Mr. Digregorio made a motion to adopt the Resolution of Governing Board for 6.616 million dollars (attached), Mr. Quirk seconded the motion; motion passed 3-0-0

Mr. Digregorio made a motion to sign the No Arbitrage and Tax Certificate (attached), Mr. Quirk seconded the motion; motion passed 3-0-0

Mr. Digregorio made a motion to sign the Signature and No Litigation Certificate with Receipt (attached), Mr. Quirk seconded the motion; motion passed 3-0-0

Discussion ensued regarding money owed to us by the State of New Hampshire and then after substantial completion, CVFD will submit the needed paperwork to get it on the delayed and deferred list.

ADMINISTRATIVE BUSINESS

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

- A. Ratify A/P 2015 Manifests and sign checks dated 1/7/2016
- B. Ratify A/P 2016 Manifests and sign checks dated 1/7/2016
- C. Ratify Weekly Payroll and sign checks for week ending 1/3/2016
- D. Ratify Monthly Payroll and sign checks for month ending 12/31/2015

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 1/3/2016

Mr. Digregorio made a motion to approve the Meeting Minutes dated December 30 2015, Mr. Quirk seconded the motion; motion passed 3-0-0.

SUPERINTENDANT'S BUSINESS

The commissioners discussed the sewer and water rates and the recommendation from Underwood Engineers. Discussion ensued around Underwood's numbers and a spreadsheet Mrs. Bean developed. Mr. Digregorio asked if the nonprofits pay taxes, Mrs. Bean stated that if the non-profits are to help pay the debt we have to raise demand fees. Mr. Quirk stated that if all the

debt is on taxation then the nonprofits are not helping pay for the debt. More discussion ensued regarding how to pay the debt- rates vs. taxes. More discussion ensued around non-profits and how to have them help with the debt and state funding. Chief Solomon believes that 45% was supposed to be RD grant money and the state was going to reimburse 30% of principal and interest that is eligible but these numbers are not firm. PILOT money was discussed as a way to collect money from the nonprofits through the town.

Mr. Digregorio made a motion to increase the sewer user fees and demand fees for 2016 as recommended by the engineer, seconded by Mrs. Bean; motion passed 3-0-0.

Amy presented her recommendations for administrative fees (bad check fees, penalty fees, backflow testing), the rate sheet is attached. Mr. Digregorio asked that the water department keep an eye on backflow testing costs to make sure we are covering our cost. Amy also asked to approve the note at the bottom of rate sheet as well.

Mr. Digregorio made a motion to accept the bad check fees, penalty fees, backflow testing fees and the statement on the rate sheet as recommended by staff, motion was seconded by Mr. Quirk; motion passed 3-0-0.

Discussion ensued around shut-off fees for nonpayment. Mr. Digregorio asked if everyone had a shut-off at their meter. He was told most do, some don't, older houses may not and some may not have the room.

Mr. Digregorio made a motion to delete the fee for reconnect/disconnect for non-payment, Mr. Quirk seconded the motion; motion passed 3-0-0.

Amy was directed to write up the policy for backflow testing and large project's connection fee payments.

FIRE CHIEF'S BUSINESS

The chief started off by recapping the meeting he had with the town manager, Earl Sires and relaying that selling the fire department to the town is a "non-starter" and that the District would be taxed to pay for it along with the non-precinct land. He asked the board for direction – either the department will be "given" to the town knowing the District Taxpayers would still own it because they are Conway taxpayers too, this could save District Taxpayers upwards of \$1.00/\$1000, or he will negotiate the three contracts harder with the town to increase revenue. Mr. Digregorio attended the same meeting and agrees with the chief's assessment. His idea is to see what the tax rate might be if the department was handed over and adjust the contracts to meet that number. He stated that Earl believes the path of least resistance is to dissolve the district which would save in labor costs for starters. Chief Solomon reiterated that Earl stated earlier that dissolving is clean and neat, is allowable per RSA and that there could be legal action taken preventing the turning over of the Fire Department. Discussion ensued regarding the pros of dissolving the district – the one con is that sewer debt will still be with the district but could be somewhat off-set by savings. Politically, dissolving the District is also cleaner.

This leaves three scenarios:

1. Reworking how the fire and ambulance department is run
2. Reworking the contracts with the town
3. Dissolving the district

Mr. Digregorio asked if the Board is willing to have an article to dissolve and both Mrs. Bean and Mr. Digregorio are ready to go this route but Mrs. Bean stated that all scenarios (from above) need to be explained to the legislative body so they have all needed information to vote on this. Discussion ensued. Amy was directed to call NHMA to see if there is any assistance out there for districts. Discussion ensued around district borders.

Discussion ensued regarding Albany's contract and Conway's Ambulance and Non-precinct contracts. There was agreement that District Taxpayers will not be double taxed for ambulance, the chief does not want the District in a three way contract again.

OTHER BUSINESS

Mr. Digregorio had a conversation with Earl Sires regarding the sidewalks. Mr. Digregorio was asked to attend the next Selectman's meeting to ask them to not confuse the turning over of the sidewalks with the 2017 project. The District is turning over a \$60,000 machine to off-set the new expenses to the town. The Selectman want to show that the new expenses will be off-set by the District to make it palatable to the rest of the town. Mr. Digregorio was given authorization by the Board to negotiate with Conway Board of Selectman in regards to the sidewalks. Discussion ensued around what should be negotiated. It was stated that if the Town article passes, the town would take over the sidewalks in 2016.

The Chief asked if he could update Earl to the fact that we are not talking about turning over the Fire Department but we are talking about dissolving. Mrs. Bean said that this is a fair statement as long as Earl understands we are also looking at contracts at the same time.

FUTURE BUSINESS

Warrant article for dissolving,
Fire and Ambulance contracts for Albany and Conway.
Budgets

FUTURE BUSINESS

Next Commissioner's meeting: Thursday, January 14, 2016 3:30

The meeting was adjourned without objection at 6:32 p.m.

Respectfully submitted, Amy Snow – Municipal Bookkeeper