

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday July 28, 2016
Minutes**

Meeting was called to order at 6:30 a.m.

Commissioners present: Janine Bean, Michael Digregorio, Steve Bamsey

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

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 07/21/2016
- b. Ratify A/P Manifest and sign checks dated 7/27/2016
- c. Ratify Payroll and sign checks for period ending 07/17/2016
- d. Ratify Payroll and sign checks for period ending 7/24/2016
- e. Approval and signing of Superintendent's. and Chief's timecards for period ending 07/17/2016
- f. Approval and signing of Superintendent's and Chief's timecards for period ending 7/24/2016
- g. Approval of Meeting Minutes dated 07/14/2016
- h. David Mercier
- i. Jenifer Schivone

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 7/17/16 and 7/24/16.

Mr. Digregorio made a motion to approve the Meeting Minutes dated 7/14/16, Mr. Bamsey seconded the motion; motion passed 3-0-0.

Mr. Mercier updated the Board on sludge removal on the lagoons under phase II construction project and delivered the change order for West Main St. He also updated the progress made on the West Main St project. He then talked about sludge removable. We have about \$200,000 in grant money to clean up the sludge. Synagro is the company we are contracting with to clean the lagoons. Discussion ensued around concerns about the daily rate charge and how to protect CVFD to ensure the job gets done. Cleaning would start the end of August or the beginning of September job should take about 35 days. Mr. Digregorio asked if there is language in the contract to protect us if we do not like the job they are doing. Mr. Mercier responded we can issue a stop work order and progress will be followed up on. Synagro has been around 20 years and cleaning sludge is what they do. It was decided by the Board with the recommendation of the Mr. Mercier to leave 8 inches of sludge as oppose to 3 inches. Discussion ensued.

Mr. Bamsey made a motion to change order # 7 to \$185,017.57 for lagoon dewatering, Mr. Digregorio seconded the motion; motion passed 3-0-0.

Jennifer Schivone came before the Board with her husband Michael to inform them they are interested in purchasing the property on 9 Olympic Lane. Ms. Bean informed Ms. Schivone that the district has a process that it has to follow one being the district has to have two public meetings to get approval to sell it. Mr. DiGregorio stated it has to be posted therefore it has to be offered to everyone. Discussion ensued.

William Hounsell's contract draft letter was reviewed and discussed. Mr. Digregorio commented nothing stood out that he has questions on he went on to say looks like most of his work takes place next year. Mr. Digregorio also said there is a lot of money out there to get so we need to spend a little money to get it. Mr. Bamsey agreed and gave his reasons for supporting hiring him. Money will come from line item for the trackless payment to Misc.

Mr. Digregorio made a motion to move \$5000.00 from the trackless lease purchase line item to misc. line item in the general fund Mr. Bamsey seconded the motion; motion passed 3-0-0.

Mr. Digregorio made a motion to enter into a contract with William Hounsell consulting for the purpose of representing us for legislative support services, Mr. Bamsey seconded the motion; motion passed 2-0-1.

Ms. Bean commented that this is probably a good idea based on the fact that we are going to have some possibility of having Bill help us raise the 12% forgiveness on the project in North Conway to maybe we can get it up to 25% forgiveness on the principle, with Bill knowing all the ins and outs of that. She went to say she would recuse herself from voting.

Ms. Snow will let Mr. Hounsell know what the Board decided and send him the signed contract.

Discussion ensued around the meeting with the Center Conway Fire Department that will take place at the Center Conway Fire Station at 5:00 p.m. on Aug. 1st regarding the possibility of combining services.

Ms. Bean looked at ambulance contracts and came up with a formula that is used and inquired about Mr. Bamsey's meeting with Earl. Discussion ensued. It was decided to have a meeting just about fire and ambulance contracts at the fire station August 11th at 4:30 p.m.

Bookkeepers Business

Ms. Snow reviewed four invoices from Underwood Engineering in regards to sidewalks and engineering for the Main Street Project. She was looking for direction as to who is going to pay for the engineering on the sidewalks 6/1/16-6/26/16 do we invoice the Town where we do not own the sidewalks anymore. Mr. Mercier said to keep in mind we (Underwood) contracted with you (CVFD) for the full design of the sidewalks and the Town was not responsible for the sidewalks. Discussion ensued around payment options. It was decided we would pay Underwood and send the Town an invoice for their portion until the contract changes.

Mr. Digregorio made a motion to release \$1530.34 from the Water Improvement Fund to pay the Town of Conway, Mr. Bamsey seconded the motion; motion passed 3-0-0.

Mr. Digregorio left the meeting at 7:54 a.m.

FIRE CHIEF'S BUSINESS

Chief Solomon reviewed Town of Conway Precinct boundary map. Discussion ensued. See attached.

FUTURE DATES

8/1/16 Commissioners will be attending Center Conway Commissioners meeting at 5:00 p.m.

8/4/16 Commissioners meeting 6:30 a.m. at the Administrative Building

8/11/16 Commissioners meeting at Conway Fire Station at 4:30 p.m. regarding Fire and Ambulance contracts.