

**CONWAY VILLAGE FIRE DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF THE MEETING
June 11, 2015**

Comm. Bean called the meeting to order at 3:30 p.m.

Commissioners Present at Start of Meeting:

Janine Bean
Michael DiGregorio
Joseph Quirk

Others Staff Members Present at the Start of the Meeting:

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

Others Present: Paul Degliangeli – Town of Conway
Mary Seavey

Appointment – 3:30 p.m. Paul Degliangeli | Town of Conway

- West Main/North Road Project Update – Mr. Degliangeli informed the Board that he met with George DeFelice and Underwood Engineers yesterday to go over some possibilities and explained the shortfall on the Town’s portion of the money. There are questions of can we do it this year or are we going to have to rebid and will they hold their price; and the good news is yes, they will hold their price as they would rather keep the work. A meeting is scheduled with NH DOT in Concord on Tuesday next week; they are coming up with other things. There was much discussion on the timeline and cost saving options. There was discussion regarding traffic control; Conway Police does not want to do it; this could save about \$30K. Comm. Bean discussed possibly using money from the Water Capital Improvement fund to help offset some of the cost for the North Road portion of the project.

Mr. Degliangeli advised that DeFelice said they would hold their number except for paving and explained the bid process of large paving projects using the paving escalator.

Discussion continued on the various options that could potentially save money. Comm. DiGregorio feels that we are taking the brunt of all this; so far all we’re doing is cutting stuff out of our project – they need to adjust their numbers. Mr. Degliangeli stated that he doesn’t think that they will change their numbers. Comm. DiGregorio added that this was a bad time to bid. Further discussion on the bid continued. Comm. Bean advised that we are still waiting for David Mercier to do some figuring. Mr. Degliangeli added that we waiting on Stu (DeFelice) to get back with figures; we have 60 days. Discussion on the history of engineering estimates being high but not on this project; Comm. DiGregorio stated that the contractors are smart.

Comm. Bean stated that David Mercier will be here next week to give us an update. Mr. Degliangeli added we don't know if we are doing Main Street next year; if this becomes a 2017 project, it may help the sidewalk issue.

Comm. Bean stated that Tom Bucu saw the acting commissioner of DOT and mentioned the \$300K for the lights that they want added to the contract and his response was "what do you mean \$300K, I thought that was already at Governor's Counsel" – there is some hanky-panky somewhere.

Public Comment

Mary Seavey asked a question about the roundabout – does that have to go to the taxpayers to get the allocation to spend that money on the plan and was advised no; that it is all DOT and that there is some eminent domain that comes into play; it is very minimal and it would have a public hearing.

West Main Street/North Road (continued)

Comm. Bean stated that we need to wait to make any decisions until we know more from the meetings next week. David Mercier will be on the agenda for next week.

Mr. Degliangeli exited the meeting at 4:27 p.m.

Comm. Bean stated that she was taking the agenda out of order.

Old & Pending

- Main Street Enhancement Committee – *Comm. DiGregorio moved to appoint Mary Seavey as the third member of this committee; seconded by Comm. Quirk; motion passed 3-0-0.*

Comm. DiGregorio advised that there is nothing to report on the committee but now that we have a quorum with Mary we can start but no action can be taken until we have all five members.

Administrative Business

Moved by Comm. DiGregorio to approve Items A & B as summarized; seconded by Comm. Quirk; motion passed 3-0-0.

- a. Approval of A/P Manifest and checks dated June 11, 2015
 - b. Approval of Weekly Payroll Manifest and checks for period ending June 7, 2015
- Approval of the Minutes – Minutes of the June 4, 2015 Commissioner's meeting were reviewed prior to the meeting. *Moved by Comm. DiGregorio to accept the minutes of June 4, 2015; seconded by Comm. Quirk; motion passed 3-0-0.*
 - Approval of Bid Opening Meeting Minutes – Comm. Bean advised that we do not have to approve these.
 - Time sheets for Superintendent Gregg Quint and (Fire) Chief Stephen Solomon were reviewed and signed by Comm. Bean out of session.

Correspondence Items (F.Y.I)

- There were no items

Emergency Services

- Built walls - received doors from the old LL bean property. The key is to get the access controlled doors. The new ambulance is still being built; 12A1 spent three more days in the repair shop; coolant leaked and the fly wheel broke. It's been quite difficult with these ambulances out of service; we have been borrowing Center Conway's ambulance; it will cost us a little more than usual. We will need to be invoiced so we can pay them.

Superintendent

- FairPoint Communication – holding of poles – we can get some money out of our coffers to pay the FairPoint Communication holding of poles. Comm. Bean stated that she spoke to David Mercier relative to some change orders; one of the conversations we had was about FairPoint and the poles. Jonathan Harries stated in his email about these changes that FairPoint can be challenged; she is not sure why but she has asked David if Jonathan says they can be challenged how does he propose to do that. If we as a Board voted to authorize the money to be taken out of surplus on the wastewater project to pay FairPoint for these poles before DeFelice starts up in about two weeks, that would give DeFelice the ability to inform FairPoint that they are going to be there and they need to hold the poles; they require a 48 hour notice. Ms. Snow asked how long will the delay be if we challenge it was advised that you challenge it after.

Bookkeeper

- Audit Update – the auditors were here Monday, Tuesday and Wednesday this week. Things went really smooth. She expects the audit by the end of July beginning of August. RD has been informed of when to expect the audit. It went very well.

New Business

None to report

Old & Pending Issues

- Personnel Manual – see attached – The Board reviewed items that were deferred from last week's meeting. The discussion consisted of clarification of comp time, when an employee's health insurance would become effective and the definition section of overtime.

Comm. DiGregorio requested an amended copy for next week with the agreed changes before a vote is taken. Comm. Bean requested a cover sheet with only the changes.

Comm. Bean asked if there was anything else we need to talk about.

Comm. DiGregorio stated that he is looking at this crazy repair bill of \$3,400 for the ambulance. Chief Solomon explained the breakdown of the bill; the shorting out, the frying of the computer and \$900 in parts from MacDonald Motors; it's really a \$4,400 repair. Comm. DiGregorio asked the Chief to check into an amount that is not broken out on the invoice. The Chief explained the transition of Albany Service Center going from manual paper billing to computer.

Future Dates

- Progress Meeting – Phase II Force Main – Thursday, June 18 at 2:00 p.m. at the District Office.
- Board of Commissioners Meeting - Thursday, June 18, 2015 at 3:30 p.m. at the District Office.

Without objection, the meeting was adjourned at 5:05 p.m.

Respectfully Submitted,
Paula Abraham
Office Receptionist