

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONER'S MEETING  
Thursday June 30, 2016  
Minutes**

Meeting was called to order at 3:30

Commissioners present: Janine Bean, Michael Digregorio, Steve Bamsey

Others present: Steve Andersen, Chief Solomon, and Amy Snow-Municipal Bookkeeper, David Mercier

ADMINISTRATIVE BUSINESS

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

- a. Ratify A/P Manifest and sign checks dated 6/29/2016
- b. Ratify Payroll and sign checks for period ending 6/29/2016
- c. Approval and signing of Superintendent's and Chief's timecards for period ending 6/26/2016
- d. Approval of Meeting Minutes dated 6/23/2016

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 6/29/2016

**Mr. Bamsey made a motion to approve the Meeting Minutes dated June 9, 2016 Mr. Digregorio seconded the motion; motion passed 3-0-0.**

Mr. Mercier updated the board on the Main St. project. Eight items on the change order were discussed. See attached. Mr. Mercier is confident that we should move forward with North Road. We have \$16,000 contingency left. See attached all items discussed (12 pages).

**Mr. Bamsey made a motion to approve change order #1 for no more than \$15,668.00 for West Main St., Mr. Digregorio seconded the motion; motion passed 3-0-0.**

The West Main St project is back on schedule and we need to make a decision on North Road.

**Mr. Digregorio made a motion to accept alternate bid B to award North Rd to Cross Excavation, Mr. Bamsey Seconded the motion; motion passed 3-0-0.**

Mr. Mercier asked if it would confuse anyone if we just combined change order one and two. Board said that would be fine.

Mr. Mercier then gave an update on the Phase 2 inter-connect with North Conway. Substantial completion of the project was 5/25/16 this is six months late. As a result this caused \$30,000 in additional engineering cost. Defelice originally was agreeing giving a credit of 30,000 back on the contract however Stew from Defelice would like to come in and state his case for why he has to pay damages for two of the months. Discussion ensued. The Board decided to meet with him July 14<sup>th</sup>.

Mr. Mercier then reviewed the remaining work on the force main, pump station and demolition of the lagoons. Discussion ensued. He also reviewed scada, Wastewater Asset Management Plan and a review of Phase IV Main Street Improvements see attached.

Ms. Bean stated that she has been approached about there being no American flags up in the village she contacted Tad Furtado about putting up the bunting's in the gazebo we need a motion to put them up. They will stay up through November 11<sup>th</sup>.

**Mr. Digregorio made a motion to put up the buntings in the gazebo in the park, Mr. Bamsey seconded the motion; motion passed 3-0-0.**

#### FIRE CHIEF'S BUSINESS

Ms. Snow reviewed letter for Non-Precinct Fire Agreement Meeting. See attached discussion ensued.

#### SUPERINTENDANT'S BUSINESS

Mr. Anderson updated the Board as to why we need forks for the tractor. The forks will move totes that weigh a ton and a half. The clamps we have now will not do. Ms. Bean asked if this is relative to the building not being designed right, to adapt to the pallets being shipped differently. Mr. Mercier responded that they had just come off designing a system for Hanover who has a skid steer which is able to handle the totes through double doors. It was confirmed we have a skid steer and it fit through the doors however it cannot handle the weight so we had to switch to the backhoe and the bucket is too wide to fit through the double doors. Ms. Bean confirmed the issue is that our skid steer can't do the work we thought it would. Mr. Anderson responded the skid steer was decommissioned sitting in the barn up till two years ago. Using the tractor is safer the weight capacity on the skid steer is 2300 lbs. Discussion ensued. It was decided we need the forks.

**Mr. Bamsey made a motion to purchase forks for \$3820.00, Mr. Digregorio seconded the motion; motion passed 3-0-0.**

#### Bookkeepers Business

Ms. Snow presented a letter to Northeast Credit Union. They are not hooked up to the sewer and not being charged the demand fee. Ms. Bean said we need to start charging them the demand fee and by law they should be hooked up to the sewer. She would like to see the demand fee retro to January 1, 2016. We sent a letter in 2014 but got no response. Ms. Bean suggested we send another letter stating they need to hook up to the sewer by November 2016. Discussion ensued.

Ms. Snow then updated the Board on arrearages see attached.

How to bill the Town of Conway on 215 West Main St was discussed. The town paid off the lien on the house and it was decided the town will not pay demand fees.

#### FUTURE DATES

Commissioner's meeting July 14, 2016 at 3:30

Meeting adjourned without objection 6:45 P.M.

Respectfully submitted Stacy Bolduc, Receptionist