

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday May 26, 2016
Minutes**

Meeting was called to order at 3:30

Commissioners present: Janine Bean, Michael Digregorio, Steve Bamsey

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

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 5/26/2016
- b. Ratify Payroll and sign checks for period ending 5/22/2016

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 05/22/2016
Mr. Bamsey made a motion to approve the Meeting Minutes dated 5/12/2016, Mr. Digregorio seconded the motion; motion passed 3-0-0.

Mr. Bamsey made a motion to release \$6,986.23 from the Water System Improvement Trust fund to pay for the engineering design for the Main St. Project. Motion seconded by Mr. Digregorio; motion passed 3-0-0.

Ms. Bean stated that Bill Hounsell was open to coming to a Board meeting she also stated she would abstain from any voting or discussion. The board agreed to have him come to a meeting. Ms. Bean will e-mail Mr. Hounsell the invite to come to a Board meeting.

The Board signed and dated the Sewer Asset Management Loan Agreement.
The Board signed the Sidewalk Transfer Agreement.

Ms. Bean had a conversation with Mr. Mercier regarding the ribbon cutting and they agreed that the USDA should organize the ribbon cutting ceremony for the Force Main Project like they did for the April 25, 2012 event. Mr. Digregorio does not want to exclude anyone from the business community. Ms. Bean will coordinate with Mr. Mercier when will be a good time for the ceremony, depends on some landscaping and paving of the road. Ms. Bean asked about a plaque for the building. Discussion ensued. Mr. Quint suggested we wait at least a month due to landscaping, paving the road and working out the glitches in the system.

Ms. Snow explained the audit came back with one concern regarding the stamps. The concern is they feel the bookkeeper has possession of the signature stamps. Ms. Snow stated she does not have possession of them but yes, she has access to them. In the auditors mind the stamps are for Ms. Bean and Mr. Vose to use instead of signing. Ms. Snow explained we use them in case they are not available backed by an email with their permission. Ms. Bean expressed her concern regarding the treasurer stamp, the treasurer needs to be able to sign the checks that is his responsibility. The commissioner's stamp is a secondary stamp which we don't need but we

decided we would do. The only reason Ms. Beans stamp is here is because she is not always available, if the stamp is used it is backed up with an email. Ms. Bean expressed she would rather the Treasurer not have a stamp. It was discussed that Mr. Vose keep his stamp at home. Mr. Digregorio inquired how many fire proof safes we have. Discussion ensued and it was decided that the treasurer stamp would be kept in a safe that only Mr. Quint and Chief Solomon have access to and a log would be kept with it.

Ms. Snow pulled the minutes from last year's annual meeting. She questioned the \$27,000 to the Town of Conway for Pollard St. project it was decided Paul D. could invoice us when the project is done.

FIRE CHIEF'S BUSINESS

Chief Solomon updated the Board we have yet to be paid for paramedic intercepts. Fryeburg and Bartlett will be receiving bills shortly. Statements have been sent to those who owe money. Tamworth is two months behind. We sent a letter explaining we would not be doing intercepts for Tamworth anymore if we do it will cost \$500.00. We recently did an intercept with our paramedic for Tamworth because Care Plus did not have a paramedic on call that day. Chief Solomon expressed concern that CVFD residents are subsidizing for all these other towns that are short a paramedic. Chief Solomon was directed to send a letter to the Tamworth selectman explaining the history of the letters that have been sent and the problems that we have had. Also let the Selectman know Tamworth was notified about the cost of the intercepts. We did 86 calls last year that we didn't get reimbursed on.

Chief Solomon presented the extension for the existing agreement for fire and rescue for Albany to be signed by the Commissioner's to extend the contract for 1 year. Both copies were signed and dated by Commissioner's.

Meeting with Fish and Game was set up for Thursday June 2, 2016 at 1:00 p.m. at the fire station, to discuss search and rescue. Mr. Bamsey will try to be there as well as Mr. DiGregorio. Discussion ensued. Ms. Bean inquired when do we want to sit with Center Conway to discuss combining departments and how do we reach out to them. Discussion ensued and Chief Solomon will reach out to them.

SUPERINTENDANT'S BUSINESS

Commissioner's reviewed abatement request. There was no proof water didn't go through the sewer. Abatement denied.

Mr. Quint asked the Board if they knew if we would continue using Cross Excavation for North Road Water Project. Mr. Digregorio asked if they were on budget and time with the current project. Mr. Quint said they were a little behind timewise but doing a good job, he could not answer the budget part. Ms. Bean asked if we can make the decision at next week's meeting. Mr. Quint said yes, he just wanted to get the discussion started. Mr. Digregorio would like to see how the next project meeting goes so we can get an update.

Mr. Bamsey asked if Mr. Quint had the ceiling looked at yet. Mr. Quint said yes, we have to options we can add sprinkler heads or foam the ceiling. Discussion ensued.

Mr. Digregorio asked how the manhole cover suit is going. Chief Solomon explained Defelice lawyer is handling the case and they have requested a hearing.

Ms. Snow said the books are closed for 2015. She also updated Mr. Digregorio about the software he asked her to look into. June 3 Mr. Quint, Ms. Snow, Steve Anderson and Stacy Bolduc will have a demonstration from BMSI to see if it will do what we want.

Ms. Snow also updated the Board on dependent life ins. The schedule of benefits is as follows: \$10,000 for spouse, \$1000.00 for child live birth to 6months, \$5000 6months-19 or 25 if they are a full time student. They will give us a one-time 30 day open enrollment period for any employee who wants to participate. The cost is \$2.25 a month. If the Board wants to offer this it will be at the employees cost. Mr. Digregorio and Mr. Bamsey said they would be willing to offer it.

Mr. Digregorio made a motion to accept the dependent life insurance as proposed by the bookkeeper. Motion seconded by Mr. Bamsey; motion passed 3-0-0.

Mr. Digregorio updated the Board that his work schedule is changing to 8:00-4:30. Ms. Bean said we can start our 2 week schedule unless something comes up. Discussion ensued. Next meeting will be June 9th at 4:30 p.m.

Meeting adjourned without objection 5:17 p.m.
Respectfully Submitted,
Stacy Bolduc Receptionist