

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday October 13, 2016
Minutes**

Meeting was called to order at 4:40 p.m.

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 G, motion seconded by Mr. Bamsey; motion passed 3-0-0.

Mrs. Bean signed the Superintendent's and Fire Chief's time sheets for week ending 10/2/16 and 10/9/16.

Mr. Bamsey made a motion to approve the Meeting Minutes dated 9/29/2016, Mr. Digregorio seconded the motion; motion passed 3-0-0.

Ms. Bean wanted to review a letter from Ms. Bona. Discussion ensued around the content of the letter and their problem with the high usage.

BOC INFORMATION

Bookkeeper's Business

Ms. Snow gave arrearage's update to the Board. Our total commitment at the end of July was \$333,000 and at the end of September we had \$13,966 in arrearages \$6000.00 of that is liened. (See attached).

Mr. Bamsey made a motion to accept the release of lien for 40 Jackson Ave, motion seconded by Digregorio; motion passed 3-0-0.

Mr. Bamsey made a motion to accept and discharge the release of lien for 367 West Main St., Mr. Digregorio seconded the motion; motion passed 3-0-0.

Ms. Bean signed release of lien for both properties.

Ms. Snow reported on the tax rate. She handed out the 2016 Estimated Tax Impact by Warrant Article. (See attached). The DRA has unofficially set the tax rate. Tax rate is estimated to be set at 4.10. The approved assessed value is up to \$197,768,543 that is up \$5,828,813 from 2015. Discussion ensued.

Ms. Snow then discussed what she found out regarding her research into the expansion of our boundaries into the Tech Village. She got the minutes from the Town of Albany discussion ensued around what was in the minutes.

Ms. Bean asked Ms. Snow to do and exercise with the sewer rates; she reported her findings discussion ensued. Ms. Bean stated if we change our rate structure we would have to have a public hearing, Mr. Bamsey suggested legal council before a public hearing. Discussion ensued.

Ms. Bean said that she would like to look at doing evaluations for the Chief and Superintendent. Ms. Snow handed out an evaluation template for the Board to review. Ms. Bean suggested taking the evaluations home and the Board will discuss what they want to do next week.

FIRE CHIEF'S BUSINESS

Chief Solomon reported on what comprised of the C9 area. Discussion ensued around a map that Chief Solomon presented. Chief Solomon suggested we draft a petition and present it to the two Boards and request they hold a joint public hearing on it. Mr. Digregorio agreed we should start the process Chief Solomon will draft the petition.

Chief Solomon then discussed budgets. He opened with 2016 to show how we are doing. A brief discussion ensued around getting an estimate for replacing the boilers and hot water tank at the fire station with something more efficient, if the number is right could be in the budget for 2017. 2017 budget is preliminary to include projected revenue with the assumption we will get the ambulance contract and random monies for the sale of the surplus ambulance. Chief Solomon is preparing to do evaluations.

Chief Solomon had a 2 hour meeting at the Town with Earl and Lilly. They discussed 2016 numbers regarding fire and ambulance. Earl was concerned with the capital reserve acct because of the purchase of an ambulance out of it because it is not a 100% fire and you can't apply that to the contract. Lilly did her own calculation of the split between fire and ambulance and came up with \$678,031. Discussion ensued around numbers. The result of the discussion was that Earl and Lilly came up with \$713,734 which consist the split for the operating budget, insulation and 80% of the capital reserve for 2016 based on an analysis over five years 80% went to the fire side 20% to the ambulance. Revenue would be \$172,973 in 2017. This is \$30,000 less then what we proposed. Chief was asked to present this number to the Board. Mr. Bamsey asked do you think this is a fair analysis of the Capital Reserve. Chief Solomon said no and explained why. Even if we did not have an ambulance in 2016 we still would have asked the voters for \$150,000 for the Capital Reserve account. Ms. Bean suggested we do our own analysis of the Capital Reserve acct from the time we opened the account to see what we have taken out of it for ambulance. Ms. Snow suggested we open a capital reserve account for just ambulance. Chief will do the analysis on the capital reserve account and we will have a counter offer next week.

Chief Solomon discussed the non-precinct fire contract with Earl and Lilly as well. Chief stated he has been working on the wording of the contract to correct some things that were wrong so we do not have a three way contract and the split between fire and ambulance. Discussion ensued around numbers. What was worked out to present to the Board is 59% of the operating budget add in the fire capital reserve acct on the condition we open a separate capital reserve account for ambulance then any individual or special articles that are fire department add that on top of the 59% of the operating budget and that is the number that would be used for the formula for non-precinct fire. Discussion ensued around negotiating. No decision was made, next week discussion will continue.

SUPERINTENDANT'S BUSINESS

Mr. Quint gave an update that Synagro is gone from the treatment plant. The lagoons are being pumped dry and the West Main St. project is coming to an end. All that is left is hydro seeding, striping, approaches and driveways. Mr. Digregorio asked if all the complaints are resolved regarding the project. Mr. Quint said we have one silcock we need to address on the West Main St. project. Defelice still has a huge punch list.

Ms. Snow mentioned that in April Kenney is retiring. She would like the Board to think about a buyout of sick time for those guys that have been here for a long time. Mr. Digregorio asked how much sick time a person could accrue. Ms. Snow said Kenney will have a combination of 360 hours of sick time and four weeks' vacation and a personal day. If he does not take it he will lose it. Mr. Quint said Kenney will not be replaced when he leaves at this point. Mr. Bamsey said that David Bernier suggested that as people retire out we look at contracting people out from North Conway Mr. Bamsey said we should put this on the agenda. A brief discussion ensued.

OLD AND PENDING

Policies and Procedures
Ambulance Write-off Policy
Review of Non- Public Meeting Minutes 2009-2011 (6)
Discussion of Rates and Reimbursement
Evaluations
Non- Precinct Fire Contract
Ambulance Contract
Steve Anderson Program
Kenney Retiring

FUTURE DATES

Commissioner's Meeting October 20, 2016 6:00 a.m.