**CONWAY VILLAGE FIRE DISTRICT**

**BOARD OF COMMISSIONERS**

**MINUTES OF THE MEETING**

**August 1, 2014**

**Comm. Bean called the meeting to order at 12: 32 p.m.**

**Commissioners Present at Start of Meeting**:

 Janine Bean

 Thomas Buco

 Joseph Quirk (not present at start of meeting)

**Others Staff Members Present at the Start of the Meeting**:

 Fire Chief Stephen Solomon

 Superintendent Greg Quint

 Municipal Bookkeeper Amy Snow

 Office Receptionist Paula Abraham

**Others Present:**

**Administrative Business**

* Approval of A/P Manifest and checks dated July 31, 2014 – ***Moved by Comm. Buco; seconded by Comm. Bean***; further discussion: Comm. Buco had a few questions on the A/P’s; Eastern Analytical re: sewer testing, HealthTrust; Ms. Snow advised that these adjustments were for the long/short term disability insurance premium that were due to employee raises (retro); Lakes Region Fire invoice for $5,700 for repairs made to the ladder truck. Fire Chief Solomon advised that the waterway seals were bad as the truck is almost 30 years old and the company that built it has been out of business for more than 15 years. The seals had to be custom built; ***motion passed 2-0***.
* Approval of Weekly Payroll Manifest and checks for period ending July 27, 2014 - ***Moved by Comm. Buco; seconded by Comm. Bean***; ***motion passed 2-0***.
* Approval of Monthly Elected Official Payroll Manifest and check for period ending July 27, 2014 - ***Moved by Comm. Buco; seconded by Comm. Bean***; ***motion passed 2-0***.
* Time sheets for Superintendent Gregg Quint and (Fire) Chief Stephen Solomon were reviewed and signed by Comm. Bean.
* Approval of the Minutes - Minutes of the July 24, 2014 Commissioner’s meeting were reviewed prior to the meeting; further discussion: Comm. Bean advised that the motion is tabled for the next meeting due to the fact that she was not present at the meeting and Comm. Quirk is not present to second the vote.

*Comm. Quirk entered the meeting at 12:36 p.m.*

* Request for Use of Facility Request / Mountain Top Music – ***Moved by Comm. Buco to approve as presented; seconded by Comm. Quirk; motion passed 3-0-0.***
* Approval of the Minutes - Minutes of the July 24, 2014 Commissioner’s meeting were reviewed prior to the meeting - ***Moved by Comm. Buco to accept the minutes of July 24, 2014; seconded by Comm. Quirk; motion passed 2-0-1 (Comm. Bean abstained).***

**Correspondence Items (F.Y.I)**

* Commissioner’s Mail folder was reviewed.

**Emergency Services**

* Fire Chief Solomon updated the Board on the Tower 1 repair and added that Ambulance -1 tried to burn up the other day due to an electrical failure and that the fuse assembly under the hood was replaced at a cost of about 7 dollars in parts.
* The trees have been trimmed away from the ES building.
* Attended a seminar in Derry about ambulance billing that was very interesting. Will try to get together with Comstar and some of the other billing companies.
* Attended a second meeting with the Town of Conway regarding health insurance. They provided a lot of information but it was not very productive. We pay a lot.
* He was approached by his full-time employees as a group. They are not happy with the holiday policy the way it is. His suggestion to the employees is instead of just complaining about it, search for a solution or find something different somewhere else, bring back some supporting documentation which he can then bring it to the Board. No one has come forward. Further discussion followed.

**Superintendent**

* Abatement Reconsideration / 34 Greenwood Ave. - Sup. Quint advised the Board that he has met with Paul Wheeler at the site to observe where the water leaked from the hot water tank into the sump pump hole where it then goes out into the yard and not into the sewer system. Mr. Wheeler advised that initially he did not mention the fact that there was sump hole adjacent to the tank. Sup. Quint advised that this would have taken care of any water that may have leaked from the tank.

***Moved by Comm. Quirk to approve the abatement as recommend by Sup. Quint of $272.57 and in accordance with the District abatement policy; seconded by Comm. Buco; motion passed 3-0-0.***

* Emery Lane / Sup. Quint advised the Board that the Town of Conway approved his sub-division based on the original letter but it was determined after the Board’s discussion, he does not have to connect to the sewer system based on the District Sewer Rules & Regulations which states “and abutting” which his property does not. Tom Irving advised that because of this, it will change everything because the town approved his sub-division based on the original letter and now wants a letter from us. Sup. Quint presented a draft letter for the Board’s review. Fire Chief Solomon cautioned to put it in writing that he does not have to hook up and added that this is contrary of what has been done in the past. Comm. Bean stated that Emery lane is a town road which would make him to have to dig in a town road and replace it to town specs. Discussion ensued. Fire Chief Solomon referred to the DiGiandomenico sub-division but Comm. Bean stated that his property abuts the sewer line which is not the same situation. Comm. Buco reiterated that in the policy it is stated “and abutting”. Comm. Buco added that it is a private citizen digging in a town road. Fired Chief Solomon stated that it can be done, as he can bond it and added someone else will come back and say you approved a sub-division with a septic system and worries that this will come back to haunt us. Various scenarios were discussed that exist in the village. Fire Chief Solomon suggested he run a sewer line to the stub without going into the road using easements. Comm. Bean advised that she will work with Sup. Quint to write a letter to Mr. Irving.

**New Business**

* Town of Conway Letter Response / Town-wide Fire Department – Comm. Bean stated that this is the letter (please see attached) that we should be responding to. Fire Chief Solomon advised that the NCWP Board of Commissioners has voted not to participate. Ms. Snow stated that it is in the master plan that they need to review town-wide fire which was not mentioned in this letter. Fire Chief Solomon stated his comment back to Chairman Weathers was that the Conway Village taxpayers asked us and the selectman to look at it and he does not feel that our taxpayers should be held hostage by the Commissioners of North Conway. Comm. Bean advised that we should respond to this letter based on our taxpayers vote in the Conway Village Fire District and that this Board of Commissioners is in favor of having the town look at a town-wide fire per the responsibility as stated in the master plan and asked if the Board would appoint her as the representative. Comm. Bean will draft the letter response to the Town of Conway. ***Moved by Comm. Buco to continue the discussion of a town-wide fire department per our voters and according to the 2003 Master Plan and appoint Comm. Bean as the official representative to be directly involved in these discussions***; further discussion: Fire Chief Solomon stated his suggestion to the town was that they submit a special warrant article to hire a consultant to examine all five fire departments and report back on efficacy and efficiency if they were merged versus leaving them separate which would take the politics out of it; ***seconded by Comm. Quirk; motion passed 3-0-0***.
* Ms. Snow advised that the auditors will be here next week.
* HealthTrust contacted Ms. Snow regarding a new plan for retirees which does not affect us cost-wise. It eliminates the prescription drug plan which may be more cost effective for the retiree.
* Washington Street Project – Comm. Buco advised that 770 feet of sidewalk is all busted up and not worth saving and the cost to replace it would be $13,860 where 80% would be picked up by NH DOT and the other 20% ($2,772) would be reimbursed by us to the town. ***Moved by Comm. Buco to increase the contract price by $13,860, 80% to be paid by NHDOT and 20% or $2,772 to be reimbursed to the Town of Conway; seconded by Comm. Quirk; motion passed 3-0-0.***
* Pre-Application for State Revolving Fund for Main Street – Comm. Buco advised that we have been approved to replace the water main on Main Street and West Main Street. Comm. Bean referred to the email to David Mercier which is asking what NH DOT is going to do with the road. Comm. Buco advised that David Mercier is almost done with drafting the scope and fee to send us a contract design and is waiting on NH DOT regarding the road to see what we will be responsible for and is trying to determine if this could be tagged onto the 2006 warrant article or if we could put a new warrant article in for 2015 warrant. It is 20% forgiveness so the actual cost to us would be $1.6M but this is the first rough estimate and it would be contingent on NH DOT coming in and rebuilding after us. Comm. Bean stated that we have said right along that if we could have NH DOT re-build Route 16 (Main Street), not only is it the water but we have sidewalks so it is a big project. Further discussion followed. Comm. Buco added that it is good news that we are approved as we were not going to apply for this.
* Pequawket Drive Sewer – Comm. Buco referred to the email from David Mercier regarding approaching one customer on E Street to see if they would be open to connecting to a sewer line. Sup. Quint advised that he will try to make contact with someone.

**Old & Pending Issues**

* Policy manual – Comm. Bean advised that this will be worked on in three weeks when Comm. Buco returns.

**Public Comments**

No public comment

**Future Dates**

* The next Board of Commissioners meeting will be Friday, August 29, 2014 at 12:30 p.m. Comm. Bean advised that if a meeting is needed it can be arranged for August 15, 2014.

***Without objection, the meeting was adjourned at 1:50 p.m.***

Respectfully Submitted,

Paula Abraham

Office Receptionist