**CONWAY VILLAGE FIRE DISTRICT**

**BOARD OF COMMISSIONERS**

**MINUTES OF THE MEETING**

**December 18, 2014**

**Comm. Bean called the meeting to order at 12:34: p.m.**

**Commissioners Present at Start of Meeting**:

 Janine Bean

 Thomas Buco (not present)

 Joseph Quirk

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

 Fire Chief Stephen Solomon

 Superintendent Gregg Quint

 Bookkeeper Amy Snow

 Office Receptionist Paula Abraham

**Others Present:** Tad Furtado – Conway Family Dental

**Administrative Business**

* Approval of A/P Manifest and checks dated December 18, 2014 – ***Moved by Comm. Quirk; seconded by Comm. Bean***; ***motion passed 2-0.***
* Approval of Weekly Payroll Manifest and checks for period ending December 14, 2014 - ***Moved by Comm. Quirk; seconded by Comm. Bean***; ***motion passed 2-0.***
* Approval of Elected Official Payroll Manifest and check for period ending December 31, 2014 – ***Moved by Comm. Quirk; 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 December 11, 2014 Commissioner’s meeting were reviewed prior to the meeting - Comm. Bean advised that the minutes will be voted on at the next meeting as Comm. Quirk was not present for the meeting and Comm. Buco is not present today.

*The Board paused to sign checks.*

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

* B.O.C. Information folder was reviewed.
* Dig Safe – Comm. Bean reviewed their letter (attached) and asked if we are a member; if not should we be. Sup. Quint advised that we are not but call on them when needed and added if we were they would keep up informed of what is happening in the District.

**Emergency Services**

* Letter from Town of Conway (attached) – The town is requesting a status of the dry hydrants in the District. The Chief has responded to their request. The Chief advised that CVFD performs routine maintenance but when they go bad it’s the towns’ responsibility. The towns’ biggest complaint is that they are not being notified by the other fire departments.

**Superintendent**

* DES letter (attached) regarding cross connection program – Sup Quint advised that this has been taken care of and is working with Granite State Rural Water who will be helping us.

**New Business**

* Ms. Snow advised Comm. Quirk that we have a new website up and running at www.cvillagefd.com. Comm. Bean stated that it is a very nice website and thanked Ms. Snow.

**Public Comments**

Tad Furtado – Mr. Furtado thanked the Chief for his help with stringing the lights on the tree for the Christmas parade and provided an update on what’s going on with the Conway Village project. He has been asked to communicate from the other members to encourage the Board as they prepare the budget to add the same amount for sidewalk funding, a warrant article is needed for a technical fix on the amendment last year, and to encourage the Board to please consider the esthetics of the design element of the village going forward. Comm. Bean advised that these issues have already been addressed. Mr. Furtado advised that there will be a meeting at the library in early January regarding the sidewalks issues. Comm. Bean asked Mr. Furtado to provide a member list and the name of the committee. Mr. Furtado advised that the unofficial name is the Conway Village Project and the members are visible on the Facebook page which he will send the link to Comm. Bean. Comm. Bean stated that she is interested in the subcommittee of the committee of the Conway celebration committee and would like to have the contact information in an email instead of Facebook. Mr. Furtado advised that the Christmas parade in the village was the official kickoff of the 250th celebration and the next big event will be 4th of July parade which will be bigger than any past parades in the village.

Ms. Snow commented on how beautiful the gazebo looks with the all colors that were chosen and commended the Firefighters Association on such a nice job.

**Future Dates**

* Board of Commissioners Meeting – Thursday, January 8, 2015 at 12:30 p.m.
* Budget Hearing – Tuesday, February 10 at 7:00 p.m. at the ES Station meeting room.

***Without objection, the meeting was adjourned at 1:02 p.m.***

Respectfully Submitted,

Paula Abraham

Office Receptionist