**CONWAY VILLAGE FIRE DISTRICT**

**BOARD OF COMMISSIONERS**

**MINUTES OF THE MEETING**

**May 30, 2014**

**Comm. Bean called the meeting to order at 12:37 p.m.**

**Commissioners Present at Start of Meeting**:

 Janine Bean

 Thomas Buco

 Joseph Quirk

**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**

* Ratify A/P Manifest and checks dated May 22, 2014; ***moved by Comm. Buco; seconded by Comm. Quirk;*** further discussion: Comm. Buco inquired about the Carol Coppola & Associates invoice for audit prep and commented that $5K in electricity for the treatment plant was paid***; motion passed 3-0-0.***
* Approval of A/P manifest and checks dated May 29, 2014; ***moved by Comm. Buco; seconded by Comm. Quirk;*** further discussion: Comm. Buco questioned if the refund from Logics was received and was advised that it was***; motion passed 3-0-0.***
* Approval of A/P manifest and checks dated May 30, 2014; ***moved by Comm. Buco; seconded by Comm. Quirk; motion passed 3-0-0.***
* Ratify weekly payroll manifest and checks for period ending May 18, 2014; ***moved by Comm. Buco; seconded by Comm. Quirk; motion passed 3-0-0.***
* Approval of weekly payroll manifest and checks for period ending May 25, 2014; ***moved by Comm. Buco; seconded by Comm. Quirk; motion passed 3-0-0.***
* 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 May 16, 2014 Commissioner’s meeting were reviewed prior to the meeting; ***moved by Comm. Buco to accept the minutes of May 16, 2014; seconded by Comm. Quirk; motion passed 3-0-0.***

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

* Commissioner’s Mail folder was reviewed

**Emergency Services**

* Fire Chief Solomon advised the Board that the Town of Albany’s contract is up for renewal. In the Town of Albany’s Selectmen minutes it was stated that they requested to speak with him. Also stated in the minutes is a request for the Town of Madison to provide a quote for comparison reasons “to keep us honest”. The Chief is working on a report to present to the Town of Albany. Discussion followed.

**Superintendent Business**

* 485-A Waiver Request / 69 Bald Hill Road (please see attached) – The Board reviewed the application as presented. Sup. Quint stated that this may be the first property needing a grinder pump. Discussion followed. The 485-A form needs to be updated. A permit number is needed to prove that the system was installed legally. Determination is on hold until further information is provided.
* Sup. Quint updated the Board on the Washington Street project. Comm. Bean asked what is going on with East Side Rd. Sup. Quint advised that a sink hole is the problem.
* Comm. Buco advised that a member of public (Mark Hounsell) came in prior to the start of this meeting to commend us on how well the contractor has handled the project. Discussion followed on the paving on East Main St. Comm. Buco also commended the CVFD staff on how well they are overseeing the work being done in the village.

**New Business**

* NH DES SAG Grant Award – The Board reviewed the grant details (please see attached).

Ms. Snow advised that once the money is received, it will be deposited into the Rural Development account to pay off the debt service. Discussion followed.

**Old & Pending Items**

* Conway Village Improvement Committee – Ms. Snow advised the Board that she received an email from Tad Furtado regarding the buntings that were displayed for Memorial Day. Mr. Furtado informs Ms. Snow that one of the buntings was stolen and wanted to know if the police should be informed. Mr. Furtado is asking the Board to advise of what dates they would prefer to hang the buntings between June 30 and July 14. Comm. Bean advised to let Mr. Furtado choose the date but give him the time frame of; no later than July 14th and no earlier than June 30th.
* Policy Manual – This is under review by Atty. Ed Alkalay.
* Eco-Flex Sidewalk Test Patch - Comm. Buco advised that he was walking the sidewalk where the test patch of this material was installed and observed the joints are coming loose which may cause a tripping hazard. Comm. Bean advised that the material was installed right before winter. This winter was a good test to see if it would withstand the elements. Comm. Bean advised that all the sidewalks need to be checked.

**Public Comment**

No public comment

**Future Dates**

* The Commissioners will now meet on Thursdays as follows:
	+ June 12 & 26 and July 10, 2014 at 12:30 p.m.

***Without objection, the meeting was adjourned at 1:49 p.m.***

Respectfully Submitted,

Paula Abraham

Office Receptionist