**CONWAY VILLAGE FIRE DISTRICT**

**BOARD OF COMMISSIONERS**

**MINUTES OF THE MEETING**

**November 20, 2014**

**Comm. Bean called the meeting to order at 12:36: p.m.**

**Commissioners Present at Start of Meeting**:

 Janine Bean

 Thomas Buco

 Joseph Quirk (not present)

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

 Fire Chief Stephen Solomon (not present)

 Superintendent Gregg Quint

 Bookkeeper Amy Snow

 Office Receptionist Paula Abraham

**Others Present:** Paul Degliangeli - Town of Conway

 David Mercier – Underwood Engineers

**Administrative Business**

* Approval of A/P Manifest and checks date November 20, 2014 – ***Moved by Comm. Buco; seconded by Comm. Bean***; ***motion passed 2-0.***
* Approval of Weekly Payroll Manifest and checks for period ending November 16, 2014 - ***Moved by Comm. Buco; seconded by Comm. Bean***; ***motion passed 2-0***.
* Approval of Elected Official Payroll Manifest and check for period ending November 30, 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 November 13, 2014 Commissioner’s meeting were reviewed prior to the meeting; ***Moved by Comm. Buco to accept the minutes of November 13, 2014; seconded by Comm. Bean; motion passed 2-0.***

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

* Commissioner’s folder was reviewed – Email (attached) from David Mercier regarding the easement area conduit (FairPoint) - Comm. Bean stated that she would like to wait to discuss this issue when Sup. Quint and David Mercier return to the office. Comm. Buco stated that someone needs to call Mark Morrill ask him to consider waiting until the spring to have FairPoint remove the conduit but can discuss when everyone is here. Comm. Bean stated that she was in favor of having it done in the spring. Paul D. updated the Board of his telephone conversation with Mark Morrill regarding the timeline of the spring for FairPoint to remedy the conduit issue and advised the Board that it is all set. Paul D. advised that this was the result of a discussion with Mr. Morrill regarding the permit requirements as he was approached by Coleman’s who will be doing the work and advised them that this work will be done in the spring. Comm. Bean stated now we don’t have call anybody. Comm. Buco advised that during the meeting this morning, David Bernier called Mark Morrill to ask if he would reconsider the time frame as it was stated in the email as Dec 15. They expected the same thing that Dave did from NCWP from CVFD to call and follow it up with an email and added that we want to do what we need to do. Comm. Bean stated that we don’t as a District have to call, he’s made the decision based on the Town’s regulations and we are fine. Comm. Buco asked if Coleman’s knows that it’s not happening until spring and was advised yes and he (Paul D.) had a conversation with the person who issues the permits Sue Soucie from NH DOT who also knows that it is not happening until the spring.

*David Mercier entered the meeting at 1:04 p.m.*

Comm. Bean referred to David Mercier’s email and had a question about L.L. Bean on whether he still needs us to write a letter to them stating that if future maintenance of the gravity sewer requires excavation that we will pick it and dispose of it. Mr. Mercier advised that you definitely want that letter from FairPoint. Comm. Bean asked if he would want to write that letter and was advised yes that he will need the Board’s review and approval of the concept. Comm. Buco reiterated that there is no need to call Mark but did not want to not call if they expected us to. Mr. Mercier advised that if they received one phone call from NCWP that is good; it would be a moot point to call now.

**New Business**

* Great Bridge Properties – Comm. Bean advised that she received a call from Earl Sires yesterday as he had been approached by Chris Davies to see if he would talk to us as a Commission to see if we would consider giving an abatement on the connection fees and advised Mr. Sires that the Board voted to deny their request; a letter was being sent to Mr. Davies advising him of that. Comm. Bean stated that she learned that this project is receiving a tax credit and asked Paul D. if he knew how this would affect the village and was advised that he did not know. Comm. Bean will call Tom for more information.

**Superintendent**

* Force Main Project Update – Everything is going along fine. David Mercier advised that work will continue through Wednesday next week and will come back after Thanksgiving and work maybe a half a week the week after that.
* Mud Sucker Purchase Request (attached) – ***Moved by Comm. Buco to purchase a new Wacker PDT 3A Mud Sucker as presented by Sup. Quint; seconded by Comm. Bean; motion passed 2-0.***

**New Business** *(continued)*

* NH DOT Coordination Meeting | November 21 in Concord – David Mercier advised that this meeting has been called by C.R. Willeke on behalf of NH DOT and has invited basically all parties involved in the project; Town, CVFD, Rick Skarinka from NH DES including those involved from NH DOT. This meeting is a coordination meeting for everybody to understand how the monies are coming together and what the requirements are and maybe working on a decision on who drives the bus for the project. Comm. Bean asked where is the funding for Main Street coming from. Mr. Mercier advised that it will be a combination of the new SRF loan that has been offered but have not applied for it yet plus what the District has earmarked for the project. The discussion continued regarding the project money logistics. Paul D. stated that there are problems at the library, and drainage problems so they want to make project bigger and as the local public agency manager he is functioning as our representative which is the same model as Washington Street with the difference being that the Town is not taking over Main Street. A clear understanding of who is responsible for what is needed through a P&E; we need to negotiate with them the responsibility of the project. It is on hold until executive council approves it because it was put off until 2016. There is some question on whether NH DES is the leading agency which would save a lot of red tape. We will try that. Comm. Bean stated so basically you (Comm. Buco) and I are going to listen. Discussion continued. There was a discussion regarding the sidewalks. Paul D. suggested that Comm. Bean recommend requesting a letter of commitment from the department’s Assistant Commissioner, Jeff Brillhart. Comm. Buco stated that we are doing a different project. Paul D. added yes and it is based on a promise.
* Sebago Technics – Comm. Bean asked for an update on the status on our request for the survey data points. Sup. Quint advised that the President called and advised that they will not provide the survey data points due to it being intellectual property. Mr. Mercier stated that because they are not getting a piece of the action they do not want to give up their survey data. What they’ve provided are files of pictures and without the data points the information is not useful. It is basically a scenario of if they want to be like that you could pursue a legal avenue and have to ask the question is it worth it. Comm. Bean asked how much we paid them.

*David Mercier and Paul D. exited the meeting at approximately 2:15 p.m.*

**Public Comments**

No public comment.

**Future Dates**

* There will be no Board of Commissioners meeting the week of Thanksgiving; the next meeting will be Thursday, December 4 at 12:30 p.m.
* Main Street NH DOT Coordination Meeting | Friday, November 21 1:00 p.m. in Concord.

***Without objection, the meeting was adjourned at 2:20 p.m.***

Respectfully Submitted,

Paula Abraham

Office Receptionist