**CONWAY VILLAGE FIRE DISTRICT**

**BOARD OF COMMISSIONERS**

**MINUTES OF THE MEETING**

**October 2, 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 Gregg Quint

 Bookkeeper Amy Snow

 Office Receptionist Paula Abraham

**Others Present:** Jodie Morrissette & Tom Miner

**Administrative Business**

* Approval of A/P Manifest and checks date October 2, 2014 – ***Move by Comm. Buco; seconded by Comm. Quirk***; further discussion: Comm. Buco noted that out of $50K in payables, $40K is for insurance and NH retirement; ***motion passed 3-0-0***.
* Approval of Weekly Payroll Manifest and checks for period ending September 21, 2014 - ***Move by Comm. Buco; seconded by Comm. Quirk***; ***motion passed 3-0-0***.
* Approval of Weekly Payroll Manifest and checks for period ending September 28, 2014 - ***Move 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 September 25, 2014 Commissioner’s meeting were reviewed prior to the meeting; ***moved by Comm. Buco to accept the minutes of September 25, 2014; seconded by Comm. Quirk;*** further discussion: Comm. Quirk requested that the minutes be amended as follows: On the bottom of page three: “that we should jump on doing this project right away, Comm. Bean agreed. Comm. Bean called for the vote. Comm. Quirk asked “if you are ending all discussion”, Comm. Bean said yes and called for the vote”; ***Motion to approve the minutes as amended; Motion passed 3-0-0.***
* Request for Use of District Park was reviewed and discussed and signed as presented.

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

* Commissioner’s folder was reviewed.

**Emergency Services**

* Substantial revenue short falls in ambulance. This is due partly because of Obamacare. Needs to meet with the manager of Comstar. There was a discussion on the complication between the state and federal legislation. Comm. Buco recommended putting in a bill of legislation to promote awareness of this issue.
* Town of Albany has received the $105K ambulance contract and has not responded yet.

**Bookkeeper**

* 2013 Audit is complete and has been received both electronically and hard copy.

**Superintendent**

* Pavement on Washington Street will take place next week. Two hydrants will be raised.

*Jodi Morrissette & Tom Miner entered the meeting at 1:04pm.*

**Appointment**

* 53 Bridge Street - Comm. Bean advised Ms. Morrissette that we can get you water at no charge and went on to explain what she would be paying when/if she connects to the new line. Ms. Morrissette stated that she doesn’t understand why she needs to pay any more. She was advised that the demand charge of $62.10 each quarter is a charge that pays for the meter and that was all that she was being charged which she stated that she has always paid. Comm. Bean advised that she has not been charged for any usage of water for over 3 years and Sup. Quint advised her that it was due to the fact that the meter would fill up with sand because of the bad water line and could not be read properly to determine any usage. Discussion continued to explain the charges on the water bill to Ms. Morrissette. Ms. Morrissette was advised to call the District office if she decides that she wants to connect to the new water line.

*Jodi Morrissette & Tom Miner exited the meeting at approximately 1:40pm.*

**New Business**

* Ms. Snow presented a packet (please see attached) of correspondence from IRS regarding the 941 reporting to the Board. The Board reviewed the information while Ms. Snow provided a brief history.
* 2013 Audit Results – Ms. Snow provided a packet (please see attached) to the Board for review. Ms. Snow provided an explanation of the recommended actions that resulted from the audit and her suggested responses.
* The $26,000 Bariatric equipment grant needed a public hearing when the money was accepted. Ms. Snow is waiting for a response from NHMA.

**Old & Pending Issues**

* 2015 Budget – Chief Solomon presented a comparison of wages and benefits that was based on NHMA 2012 Wages & Salaries survey (please see attached) with other town Fire Departments to the Board for review and discussion. Comm. Bean requested that North Conway be included in this comparison. Chief Solomon advised that it will be harder as they are not listed in the survey but advised that he will include them.

**Public Comments**

Please refer to discussion above under appointment.

**Future Dates**

* The next BOC meeting will be Thursday, October 9, 2014 at 12:30 p.m.

***Without objection, the meeting was adjourned at 1:47p.m.***

Respectfully Submitted,

Paula Abraham

Office Receptionist