**CONWAY VILLAGE FIRE DISTRICT**

**BOARD OF COMMISSIONERS**

**MINUTES OF THE MEETING**

**October 9, 2014**

**Comm. Buco called the meeting to order at 12:35: p.m.**

**Commissioners Present at Start of Meeting**:

 Janine Bean (not present at start meeting)

 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:** Chris Davies – Great Bridge Properties

 Theresa Kennett

**Administrative Business**

* Approval of A/P Manifest and checks dated October 9, 2014 – ***Move by Comm. Buco; seconded by Comm. Quirk***; further discussion: Comm. Buco had some questions on a few of the payables; BMSI annual license fee – Ms. Snow advised that it included unlimited technical assistance and that it is an annual fee; Computer Port regarding the two computers for ES. Chief Solomon advised that they are routine replacements; Trustees of the Trust Fund and DN Tanks final payment which is paid out of the retainage. Comm. Quirk asked Sup. Quint if he was satisfied with the tank project and was advised yes, very satisfied; Pope Security, US Bank Lease payment for the defibrillators. The Chief advised that payment is due twice a year; Vachon & Clukay – Ms. Snow advised that this is the final bill and it is exactly what the contract was going to be; ***motion passed 2-0***.
* Approval of Monthly Payroll Manifest and checks for period ending September 30, 2014 - ***Move by Comm. Buco; seconded by Comm. Quirk***; ***motion passed 2-0***.
* Approval of Elected Officials Quarterly Payroll Manifest and checks for period ending September 30, 2014 - ***Move by Comm. Buco; seconded by Comm. Quirk***; ***motion passed2-0***.
* Approval of Elected Officials Monthly Payroll Manifest and checks for period ending September 30, 2014 - ***Move by Comm. Buco; seconded by Comm. Quirk***; ***motion passed 2-0***.
* Approval of Weekly Payroll Manifest and checks for period ending October 5, 2014 - ***Move by Comm. Buco; seconded by Comm. Quirk***; ***motion passed 2-0***.
* Time sheets for Superintendent Gregg Quint and (Fire) Chief Stephen Solomon were reviewed and signed by Comm. Buco.
* Approval of the Minutes - Minutes of the October 2, 2014 Commissioner’s meeting were reviewed prior to the meeting; ***Moved by Comm. Buco to accept the minutes of October 2, 2014; seconded by Comm. Quirk; motion passed 2-0.***
* Acceptance of Unanticipated funds – Fire Chief Solomon advised that the amounts need to be listed on the agenda if under $10K and recommended that this item be tabled for the next meeting.

***Moved by Comm. Buco to table this item until the next meeting; seconded by Comm. Quirk; motion passed 2-0.***

*Comm. Buco called for a recess at 12:45 p.m. while the Board signed checks.*

*Comm. Buco called the meeting back in session at 12:55 p.m.*

*Comm. Bean entered meeting at 12:57 p.m.*

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

* Commissioner’s folder was reviewed.

**Emergency Services**

* NCWP salaries and benefits were provided to the Board for review as requested in last week’s meeting. (please see attached). Discussion followed regarding the comparison to CVFD.

*Mr. Davies entered the meeting at 1:00 p.m.*

*Ms. Kennett entered the meeting at 1:04 p.m.*

**Superintendent**

* The gravity sewer up north is finished. 500’ of pipe is going in today. Washington Street is all done except for the final coat and paving will be done next week.
* It was discovered that the house on 105 Hillside never hooked up to sewer system and they are being charged for sewer usage. Further investigation is needed.
* Jodie Morriessette called and will be hooking up to the new water line on Bridge Street on Tuesday.

**Appointment – 1:00 p.m.**

* Chris Davies – Great Bridge Properties; New Senior Housing Project – Mr. Davies and Ms. Kennett presented to the Board the proposed senior housing project that plans to be constructed behind Super Shoes on Poliquin Drive. Mr. Davies and Ms. Kennett stressed to the Board how badly this type of housing is needed in the community and added that the funding is very competitive. It is planned for 30 units; 24 one bedroom and 6 two bedroom units for income eligible seniors age 62 and over. It is not considered “assisted living” however there will be a structured arrangement with Visiting Nurses who will closely monitor the residents as they will have an office in the building. Banner’s Restaurant has agreed to provide one meal per day along with cooperation with the Gibson Center. Mr. Davies asked the Board to consider granting some relief on the water/sewer connection fees associated with this construction. After much discussion the Board advised that this matter will be taken under advisement.

*Mr. Davies and Ms. Kennett exited the meeting at 1:32 p.m.*

The Board continued the discussion. Comm. Quirk commented that this is a good project and suggested granting 5%-10% as community support. Chief Solomon asked if the Board had the authority to abate and added if this is an ordinance that does not have an abatement procedure then it would have to go to the voters but it could very well be in the rules and regulations and if that is the case then the Board could abate. Comm. Bean stated that she did not think that it was an ordinance. Discussion ensued.

**Public Comments**

No public comment

**Future Dates**

* The next Board of Commissioners meeting will be Thursday, October 16, 2014 at 12:30 p.m.
* Public Hearing – Acceptance of Unanticipated Revenues Thursday, October 16, at 12:30 p.m.

***Without objection, the meeting was adjourned at 1:52 p.m.***

Respectfully Submitted,

Paula Abraham

Office Receptionist