

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday March 1, 2018
Minutes**

Meeting was called to order at 4:45 p.m.

Commissioners present: Michael Digregorio, Steve Bamsey, Tom Buco

Absent: Gregg Quint - Superintendent

Others present: Chief Solomon, and Amy Snow-Municipal Bookkeeper, Steve Anderson

Public: None

ADMINISTRATIVE BUSINESS

Mr. Digregorio made a motion to approve items A through B, motion seconded by Mr. Buco; Discussion: Mr. Buco commented for the record the biggest expenses for the month are Health Trust and NH Retirement. **Motion passed 3-0-0.**

Mr. Digregorio made a motion to accept the payroll for week ending 2/25/18, seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Buco made a motion to approve and sign the Superintendents and Fire Chiefs time card dated 2/25/18 motion seconded by Mr. Digregorio; motion passed 3-0-0.

Mr. Buco made a motion to accept the Meeting Minutes for 2/22/18, Mr. Digregorio did not read the meeting minutes and Mr. Bamsey was not at the meeting so it was decided to table the meeting minutes till next week. Mr. Buco rescinded his motion to accept the Meeting Minutes for 2/22/2018.

SUPERINTENDANT'S BUSINESS

Mrs. Snow presented sewer abatement on behalf of Mr. Quint for 225 Hobbs St. After a brief discussion it was decided to approve the abatement for \$544.01. Commissioners approved the abatement but would like to see an arrangement in place for the arrearages.

Mr. Digregorio made a motion to approve the sewer usage abatement for 225 Hobbs St. for \$544.01, seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Anderson updated the Board he spoke with Ted Berry Company regarding lining the sewer main on Main St; they can do it in November 2018. He also reported they can do it at night and it would not affect the rate. Discussion ensued around CVFD doing the flagging for the project. The project would take 2-3 weeks. Mr. Buco voiced concern about the project being done in November, his concern is if the project gets delayed and losing the funds. Funds cannot be encumbered do to the funds being a warrant article.

Mr. Bamsey wants a visual for annual meeting of the pipes that need to be replaced for people, so they understand where the pipes are and what needs to be replaced.

FIRE CHIEFS BUSINESS

Chief Solomon presented write offs totaling \$659.08 to Commissioners. After a brief discussion, **a motion was made by Mr. Digregorio to write off \$659.08 as recommended by the Fire Chief, seconded by Mr. Buco; motion passed 3-0-0.**

Chief Solomon then updated the board on the generator grant. He should have an approval by annual meeting to be able to tell the voters about the grant. The only thing needed to complete

Check future minutes for any amendments or changes to these minutes.

the application process is the environmental and historic preservation study, which Chief has requested a waiver for because the generator is going on an existing piece of concrete and using existing conduit. Discussion ensued.

Chief then informed the Commissioners he had to purchase an air compressor before the budget was approved due to the old one broke and they cannot be without an air compressor.

Chief Solomon was informed by the Center Conway Fire Chief that Center Conway is looking to change their District Boundaries to come into the C9 non precinct area that CVFD covers. Discussion ensued.

BOOKKEEPERS BUSINESS

Mrs. Snow handed out the Annual Report to be reviewed. Warrant Articles were assigned to commissioners for the Annual Meeting. Any questions about the Annual Report can be e-mailed to Mrs. Snow and the Annual Report will be put on the agenda next week under old and pending.

Mrs. recapped how the audit was going for the Commissioners; there were a couple findings that she was able to explain.

Due to changes in GASB (Government accounting standards board) an RFP (request for proposal) will have to be put out to hire an Actuary to audit 2018 NH Retirement, it will be in the 2019 budget. Vachon Clukay will give Mrs. Snow a couple of names that they recommend.

When CVFD accepted the grant for the breathing air compressor, a public hearing should have been held and Commissioners should have taken a vote to accept the grant as unanticipated revenue. The auditor will look at this closer and inform CVFD how it will be accounted for and if CVFD will have to take any action.

Promotions Policy was discussed next. Mrs. Snow will make the proposed changes and email to the Commissioners for them to review.

There will be no meeting on 3/15/2018 because annual meeting is 3/13/2018.
There was a brief discussion around town hall moving to the Bank of New Hampshire building.

STEVE ANDERSON

Board of Commissioners offered Steve Anderson Assistant Superintendent position. Steve responded yes, he would accept the position. Steve will write a job description for the position.

JOIN LOSS

There was nothing to report.

There being no other business to come before the board, meeting adjourned at 6:05 p.m.

Respectfully Submitted,
Stacy Bolduc
Receptionist