

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Friday April 13, 2018
Minutes**

Meeting was called to order at 6:47 a.m.

Commissioners present: Steve Bamsey, Michael Digregorio, Tom Buco
Others present: Gregg Quint- Superintendent, Assistant Superintendent Steve Anderson, Chief Solomon, and Amy Snow-Municipal Bookkeeper
Pubic: None

ADMINISTRATIVE BUSINESS

- a. Ratify and sign checks for Weekly Payroll Manifest for week ending 4/8/2018
- b. Approval and signing of Supervisors' timesheets for week ending 4/8/2018
- c. Approval of Meeting Minutes dated 4/5/2018

Mr. Digregorio made a motion to approve item A the weekly Payroll Manifest for week ending 4/8/18, motion seconded by Mr. Buco; motion passed 3-0-0.

Mr. Digregorio made a motion to approve the A/P Manifest dated for 4/11/2018, seconded by Mr. Buco; Discussion: Mr. Buco questioned the letter for \$30,000 to the Trustee of the Trust Funds, Mrs. Snow explained the board approved it last week, and the check to Concord Hospital for \$252.00 and why fire fighters have to use Concord Hospital for physicals. Chief Solomon explained he has a group of fire fighters that need these physicals. He explained he is working on trying to get the physicals done locally; discussion ensued around Saco River being able to do it however they are not set up to bill CVFD directly. He gave the back ground on why he has had to use Concord Hospital. Mr. Buco questioned the Minute Man Press bill, Mrs. Snow explained that is a quarterly bill and they give us the bulk rate for mailing. The bill from Profile Power Sports for the rubber street pads was reviewed as well. Putting the equipment that is for sale out front of the Administrative Office was discussed to make it more visible. **Motion passed 3-0-0.**

Mr. Digregorio made a motion to approve and sign the Superintendent's and Fire Chief's time sheets for week ending 4/8/2018, Mr. Buco seconded the motion; Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the Meeting Minutes dated 4/5/18, Mr. Buco seconded the motion; motion passed 3-0-0.

Mr. Bamsey reported that Tom Holmes contacted him regarding Center Conway's public hearing for their boundary expansion. The date is set for April 19th, due to the meeting with Dana Bisbee on the same day Commissioners are unable to attend. It was discussed having Chief Solomon attend the meeting to read a letter on behalf of the Commissioners expressing their concerns. Discussion ensued around the confusion the suggested boundary lines adjustment would cause regarding who will cover what and coming up with a counter proposal. All agreed Chief Solomon should attend the meeting.

SUPERINTENDANT'S BUSINESS

Mr. Quint handed out a copy of the Ted Berry contract for the Board to review. The contract is itemized and CVFD will provide traffic control.

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

Mr. Digregorio made a motion to enter into a contract with Ted Berry Company not to exceed \$131,712.50, Mr. Buco seconded the motion; Motion passed 3-0-0.

Mrs. Snow will need a copy of Ted Berry Company insurance certificate.

There was a brief discussion around the bridge construction on Rt. 16. And the little bridge before the light in the middle of Conway Village.

FIRECHIEFS BUSINESS

Chief Solomon presented write offs to the Board of Commissioners. The list was reviewed and discussed.

Mr. Digregorio made a motion to write off \$3,020.01 as recommended by the Fire Chief, Mr. Buco seconded the motion; Motion passed 3-0-0.

Chief Solomon handed out a copy of the Boiler Replacement Bid Notice to review (see attached). The date of May 4, 2018 will have to be changed. Chief Solomon will be in Florida for the new fire truck. The old boilers will be disposed of; there is no value in them. Chief Solomon will have Paul Degliangeli review the notice before he posts it. Discussion ensued around if language should be included to ensure the boilers are in working order and warranties. The bids will be sent to heating contractors in the area.

Chief Solomon updated the board that he spoke with George Walker and Tom Holmes regarding the Emergency Management position and was informed George has recommended Matt Leavitt for the position. Tom was not sure what the Selectman wants to do yet. Discussion ensued.

Chief Solomon has a request from the Royal View Estates Homeowners Association to use the meeting room. Meeting room request was denied due to the association not being in the District.

BOOKEEPERS BUSINESS

Mrs. Snow reported she did speak with David Mercier regarding the plume and the MTBE money and he informed Mrs. Snow that project is not eligible for MTBE because there is an existing water system in place and the people around the plume are on CVFD water system so there is no threat of wells being contaminated. Mr. Mercier said that Rick Skarinka has already put CVFD on the list of projects for the Trust Fund money.

Discussion ensued around the levels testing low for MTBE.

Mrs. Snow reported in order to keep the (Main Street) loan open, Mr. Mercier will submit a disbursement request to DES for items we have already paid for. The money will go into the projects account and at the end of the year we will pay off the loan.

Mr. Bamsey signed the request.

Mr. Digregorio left the meeting at 7:40 a.m.

Mrs. Snow updated the board the bills have gone out and we have requested people to call that we do not have phone numbers of.

Mrs. Snow will be going to Concord on Wednesday April 18th for a meeting on the Trust Fund Money.

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

Mrs. Snow reported that back in November she billed the Town of Conway for the side walk engineering, Lilly informed her that because of the time line of Main Street project the Town did not budget for any infrastructure this year. They will budget for the infrastructure in 2019 and 2020.

There being nothing else to come before the Board, meeting was adjourned without objection at 7:47 a.m.

Respectfully Submitted,
Stacy Bolduc,
Receptionist

FUTURE DATES

Commissioners meeting 4/19/18 at 4:45 p.m.

Commissioners meeting 4/27/18 at 6:45 a.m.