

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday May 3, 2018
Minutes**

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

Commissioners present: Steve Bamsey, Michael Digregorio, Tom Buco

Others present: Gregg Quint- Superintendent, and Amy Snow-Municipal Bookkeeper, Assistant Superintendent Steve Anderson,

Absent: Chief Solomon

- a. Ratify and sign checks for Weekly Payroll Manifest for week ending 4/29/18
- b. Ratify and sign checks for Monthly On Call Manifest for month ending 4/30/18
- c. Ratify and sign check for Elected Officials Manifest for month ending 4/30/18
- d. Ratify A/P manifest and sign checks dated 5/2/18
- e. Approval and signing of Supervisors' timesheets for week ending 4/29/2018
- f. Approval of Meeting Minutes dated 4/27/18

ADMINISTRATIVE BUSINESS

Mr. Buco made a motion to approve items A through D, motion seconded by; Mr.

Digregorio; Discussion: Mr. Buco questioned the Rockingham Electric bill for \$5,600.00. Mrs. Snow explained the bill is for the new led lights. The monthly Health Trust Insurance bill for \$20,000 was reviewed next. The Physio bill showing a credit was also reviewed. Mrs. Snow explained they credited back the batteries for the cardiac monitors because they are part of a maintenance plan. Mr. Buco commented that the new North Conway Water Precinct Superintendent sent a very detailed bill that explains how they are billing. Mrs. Snow explained this bill is to catch CVFD up because NCWP over spent their budget last year. CVFD had to pay an additional \$18,645.00. Mr. Buco questioned if the Comstar payments are keeping up with the revenues, Mrs. Snow will look into it and update Mr. Buco next week. **Mr. Quint and Mr. Anderson entered the meeting at 4:55 p.m.**

Mr. Buco asked about a note to order 9 more on the FW Web bill, Mrs. Snow responded the note is referring to air releases for the Force Main. Mr. Anderson went into more detail explaining what the air releases are and what happens when they stop working. Discussion ensued around the design of the air release and that they are expensive to replace. Grease from the system causes them to malfunction and need to be replaced. **Motion passed 3-0-0.**

Mr. Digregorio made a motion to sign and approve the Superintendent's and Fire Chief's time sheets for week ending 4/29/2018, motion seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the Meeting Minutes dated 4/27/2018, Mr. Buco seconded the motion; motion passed 3-0-0.

PARK UPDATE

Mr. Bamsey updated the board John Eastman has sent him the application for use of the park last week. John will try to make sure CVFD get nonprofit status even though we are not necessarily running the event. Mr. Bamsey has also spoken to the woman who organizes the farmers market at Twombly's Market to discuss the possibility of her using the park for the Farmers Market.

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

SUPERINTENDANT'S BUSINESS

Mr. Quint presented sewer abatement for Pat and Dan Webster on Tasker Hill Rd. While they were away in Florida they had a leak in their water heater that leaked into their chimney. John Hurteau wrote a statement regarding what he found. They are asking for sewer abatement for \$158.46.

Mr. Digregorio made a motion to abate Pat and Dan Webster \$158.46 for sewer usage on 269 Tasker Hill Rd., Mr. Bamsey seconded the motion; Motion seconded 3-0-0.

The lights have almost all been replaced with LED lights in the Administration Building. Mr. Anderson is waiting for a ballast to finish the project.

The manholes are all boarded up and tentatively scheduled to be raised next week. The concrete rings came and are being stored out back of the Administration Building.

Mr. Anderson commented that they are still changing out the chemical tanks and the first bulk order of chemicals will be delivered May 7th.

BOOKEEPERS BUSINESS

Mrs. Snow presented the board with an application to use the park for a fundraiser/yard sale to benefit the Kevin Peare memorial Skate Park that they're trying to build on Hobbs St. Mr. Digregorio asked what defines if the application goes through John Eastman and the Town. Mrs. Snow answered everything goes through the town. Discussion ensued around the process of the Event permit process. Mr. Digregorio questioned the RSA behind obtaining an Event permit because he would like to read it. Part of the process is the Fire Chief and Police Chief signing off on the application for safety reasons.

Mr. Digregorio made a motion to approve the application to use the park for the Kevin Peare memorial Skate Park, Mr. Bucu seconded the motion; Discussion: Mr. Bamsey questioned if they received the do's and don'ts for using the park. Mrs. Snow responded when they printed the application on line it would have printed out with the application. Discussion ensued where they wanted to put the skate park on Hobbs St. **Motion passed 3-0-0.**

Mrs. Snow will contact them to let them know the approval will be in the mail as well as the park regulations.

Mrs. Snow handed out the revised version of the Motor Vehicle Accident Reporting Policy. Mr. Bucu remarked that the first thing that should be done if there is an accident is to notify the police to fill out an accident report. Mr. Bamsey asked Mr. Quint's opinion, Mr. Quint responded the police are usually notified with any accident, if they are not able to then he is notified and he would call the police. Scenarios for minor accidents were discussed where the police might not be called.

Mr. Bamsey suggested there be a line added the Supervisor makes the decision if the police need to be notified. Mr. Digregorio suggested adding if damage is done to personal property or injury. Discussion ensued. It was decided this policy still needs work and Mr. Bamsey would like Chief Solomon's input.

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

Mrs. Snow will send the DES pre-application to David Mercier next week and she reported she has received feedback from Bill Hounsell.

Chief Solomon's email was briefly discussed regarding the siding on the Fire Station. The deterioration around the entrances was discussed and how it could possibly be fixed. Mr. Bamsey suggested having someone who specializes in siding look at it to see how to fix it. Mr. Bamsey wants to address this soon because the painting season is short and the painters are booking up. Mr. Bamsey will contact Sal at Chick Lumber to have a conversation with him about the siding. Three contractors showed up for the pre bid meeting to replace the boilers at the Fire Station.

Mr. Bamsey will not be her for next week's meeting. The next Commissioners meeting will be tentatively scheduled for next Friday morning, if the agenda is light it may be cancelled.

There being no other business to come before the board, meeting adjourned without objection at 5:46 p.m.

Respectfully Submitted,
Stacy Bolduc
Receptionist

FUTURE DATES

Commissioners Meeting **Tentatively** Scheduled for Friday May 11th at 6:45 a.m.