

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday August 30, 2018
Minutes**

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

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

ADMINISTRATIVE BUSINESS

Mr. Digregorio made a motion to approve items A and B, motion seconded by; Mr. Buco
Discussion: Diesel Works- Mr. Quint explained the bill is for the new plow and batteries for the backup generator at the well house.
Paging and Wireless- Chief Solomon explained the bill was for repairing pagers.
Motion passed 3-0-0.

Mr. Digregorio made a motion to approve and sign the Superintendent's and Fire Chiefs time sheets for the week ending 8/19/18 and 8/26/18 seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the manifest signed out of session 8/22/18, seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Buco made a motion to approve the meeting minutes of 8/16/18 with the following amendment: *On page 1 regarding the vote for the abatement for 42 Towle Rd. should read motion did not pass 1-2-0*, seconded by Mr. Bamsey; Motion passed 3-0-0.

Mr. Bamsey signed the following:
A release of lien for 53 Bald Hill Rd. Conway was signed.

Mr. Digregorio made a motion to release the lien for 53 Bald Hill Rd. Conway NH, seconded by Mr. Buco; Motion passed 3-0-0.

Notice of lien 160 Mountain View Dr. was signed.

Mr. Digregorio made a motion to sign a notice of lien for 160 Mountain View Dr. for past due water and sewer, seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Bamsey signed Representation letter for Vachon Clukay audit.

The public hearing was opened at 4:55 for the District General Rules and Regs.

Mrs. Snow stated the following updates were made to the regs.

The type of pipe used is changed from 200 to 250, and on the cross-connection policy page six under Fees eliminate #2 regarding fees. CVFD does not publish prices for parts only the backflow test. Price list is not published because prices change frequently.

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

Public hearing closed at 4:59 p.m.

Mr. Digregorio made a motion to adopt the Rules and Regs as presented, seconded by Mr. Bamsey; Motion passed 3-0-0.

Signature page was signed on both Water and Sewer Rules and Regs. Mrs. Snow will fill in the dates.

NCWP letter and Inter- Municipal Agreement (IMA) was discussed as the next order of business.

Mrs. Snow emailed minutes from an earlier meeting with David Bernier discussing the cost of installing two screw presses and the projected cost to CVFD. The language of the IMA was discussed and interpretation around 4C and 6E of the IMA regarding what CVFD responsibility is for paying for the cost on annual flow or capital improvements for our flow. Mr. Bucu referred to 5b on page 6. An engaging discussion ensued. Mr. Bamsey is looking for language that states CVFD will only pay for improvements that directly treats our wastewater.

Mr. Bucu stated that he felt the way the IMA is written it does not allow commissioners to pay for the additional press and conveyor.

Mrs. Snow pointed out that a motion was made in favor of the project based on the 1.17 million for the two screw presses. Not the three screw presses and a conveyor and it was 30- year loan, not a 20- year loan. Discussion ensued around numbers.

Mr. Bamsey suggested consulting with a lawyer to interpret the IMA and the motion made to support the project presented back in 2016 by David Bernier.

Harry Malone of Divine Millimet was the lawyer that was involved with writing the IMA. After an engaging discussion around what lawyers were involved with the IMA, it was decided to have Peter Malia look at the IMA to interpret it and define if Commissioners can even participate in the third screw press based on the current contract. The definition of repair and refurbishment is not clearly defined in the IMA. Contacting Peter regarding the IMA and if he has a conflict of interest with NCWP was discussed next.

Mr. Bamsey made a motion to have Mrs. Snow contact Peter Malia to see if he would be willing to come in to discuss the IMA agreement between CVFD and NCWP, motion seconded by Mr. Digregorio; Motion passed 3-0-0.

Going forward meetings will be held on Thursdays eliminating Friday morning meetings for now. How to reduce over time due to meetings was briefly discussed. Next week's meeting will be on a Thursday Sept 6, Mrs. Snow will see if Peter can attend the meeting next week or on the 13th. The agenda will be restructured so administrative business will follow bookkeeper business. Pending there is no conflict of interest for Peter Malia to look at the IMA the following motion was made:

Mr. Bamsey made a motion to retain Peter Malia's services granted there is no conflict of interest with NCWP, Mr. Digregorio seconded the motion; Discussion: Mr. Bucu reiterated if there is no conflict he will get a copy of the IMA. Mrs. Snow will put a packet together for Peter to review. **Motion passed 3-0-0.**

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SUPERINTENDANT'S BUSINESS

Mr. Quint reported that he got confirmation that the State will be doing some overlay on Main St. in mid-September. A brief discussion ensued around the manhole covers. Mr. Quint made the State aware that they needed access to the manholes covers to camera and line the pipe at the end of September.

There were three shutoffs due to non-payment.

FIRE CHIEFS BUSINESS

Chief Solomon presented write-offs.

Mr. Bamsey asked Chief Solomon to present a proposed change to the ambulance billing policy and how much time is spent making the phone calls to collect payment for ambulance billing.

Mr. Digregorio made a motion to write off \$825.78 as recommended by Chief Solomon, Mr. Buco seconded the motion; Discussion: Tom questioned the change to the ambulance billing would be about making phone calls in an attempt to collect a debt. **Motion passed 3-0-0.**

The FEMA check was the next order of business discussed.

Mr. Digregorio made a motion to accept the FEMA Check for \$3,229.85 as unanticipated revenue, motion seconded by Mr. Buco; Discussion: Mr. Digregorio asked if any of the money was for sewer. Chief Solomon explained sewer was under the threshold for qualifying for public assistance but did get on-call firefighters time covered. **Motion passed 3-0-0.**

Chief still needs another quote for the vehicle exhaust capture grant.

The Model T Fire Truck took third place in the truck division at the antique car show in Fryeburg. Challenges to register the firetruck were discussed. Getting insurance for the fire truck was also discussed.

Mrs. Snow reported what Primex told her in regards to making a museum out of the barn. Peter Howland would need to make an action plan outlining how he would go about bringing the barn up to code to make it a museum. There is a risk using on-call firefighters to do the risk because if they get hurt, it will go against our workman's comp.

BOOKKEEPERS BUSINESS

MLK day was discussed next. Chief Solomon reported it cost \$1,800.00 to the fire department for a Monday holiday. Mr. Digregorio asked if it would be better to make it a floating day for the fire department. Discussion ensued around how the policy would read if the fire department would have MLK day as a floating holiday and water/sewer closed for the holiday. The floating holiday would only affect the six full-time firemen.

Chief Solomon will report next week what it would cost if the MLK day were a floating holiday for the firefighters.

Dane Bisbee's email dated Aug 29th questioning if Allen Brooks can communicate directly with DES to set up a meeting and will someone be able to check the DES file on our grant questions, if not he could do it pretty quickly. Mrs. Snow will ask for clarification on the DES file, and commissioners agree Allen can talk directly with DES.

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

Harassment Policy is tabled till next week.

There being no other business to come before the board, meeting adjourned without objection at 6:30 p.m.

Respectfully Submitted,
Stacy Bolduc Receptionist