

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday September 13, 2018
Minutes**

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

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

BOOKKEEPERS BUSINESS

Mrs. Snow updated commissioners that she spoke with Kevin Russell regarding the Main Street project to inquire where in the process is the contract between Underwood Engineers and the Town of Conway. Mrs. Snow explained some of the history of Main St. going back to 2016 and the possible issue CVFD could have with the loan and grant money. Mr. Russell stated the contract is under review for the Authorization to Proceed and it is on his desk and several other people's desk in DOT to review.

Mrs. Snow also Spoke with Paul D today and he updated her that he had a meeting yesterday with the Assistant Commissioner Bill Cass of DOT and informed him he wants to put the project out to bid and have the bids done and shovels in the ground in 2019.

Mrs. Snow went on to explain we need to start the process of asking to extend the loan form Dec 31, 2018 to 2019. Paul D. will try to get DOT to extend it to 2020. Paul did not think the contract has to go to Governor and Council because the money has already been appropriated and released. Once the Authorization to Proceed is approved a contract will be drawn up between DOT and Underwood Engineers so Underwood can do the engineering for the road piece of the western project.

Chief Solomon entered the meeting at 4:49 p.m.

FIRE CHIEFS BUSINESS

Consideration of unanticipated revenue less than \$10,000 RSA 31:95-B III (b)
\$161.49 from the State / FEMA for last October's storm.

Chief explained this is another check from FEMA for last October's storm for the administrative fee for chief having to do the paperwork to get reimbursed for last October's storm.

Mr. Digregorio made a motion to accept \$161.49 from the State under RSA 31:95-B III (b) unanticipated revenue less than \$10,000, seconded by Mr. Buco; Motion passed 3-0-0.

Swift River quilters have decided not to use the meeting room at the fire station due to their not being able to park in back of the fire station. Mr. Digregorio stands behind the board's decision to reserve the parking behind the fire station for on-call firefighters.

Chief informed commissioners that Garrett Meador from CVFD, Chad McCarthy from North Conway fire department have taken car one to North Carolina as part of a team from NH to assist in swift water rescue efforts for hurricane Florence.

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

Homeland Security Emergency Management wanted to get a second group together to go to Virginia. Chief will be attending a meeting in Concord Wednesday to learn more regarding the current deployment and the details of the proposed implementation of a second team.

ADMINISTRATIVE BUSINESS

- a. Ratify and sign checks for Weekly Payroll Manifest for week ending 9/9/18
- b. Ratify and sign A/P manifest dated 9/12/18
- c. Approval and signing of Supervisors' timesheets for the week ending 9/9/18
- d. Approval of Meeting Minutes dated 9/13/18
- e. IMA Opinion

Mr. Digregorio made a motion to approve items A and B, motion seconded by; Mr. Buco

Discussion:

Rockingham Electric-\$ 5,075.34 was for the lighting upgrade at the fire station.

FEMA will cover the cost of installation and when the lights are installed; Chief will submit to Eversource and get reimbursed 50%.

Business Management- \$6,223.00 prepay for our annual contract for the programs that we use for billing and accounting.

64 Seconds- \$1,500.00 is for a three year contract for the scada tablet for the GPS program.

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 9/9/18, seconded by Mr. Bamsey; Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the meeting minutes of 9/6/18, seconded by Mr. Buco; Motion passed 3-0-0.

IMA Opinion from Peter Malia

Peter formed an opinion that CVFD is not financially responsible for NCWP third screw press and additional conveyors because it is optional according to the contract. Please see attached for Peter Malia's letter to Commissioners explaining his opinion on if CVFD is required to financially participate in adding a third dewatering press and additional conveyors.

The next step is to communicate to Jason the board's position. Discussion ensued on how to move forward.

It was agreed that Mr. Bamsey would draft a letter outlining the position of the board explaining when the previous NCWP Superintendent presented the project it would be paid for over 30-years. After Mr. Bamsey drafts the letter he will send it to Mrs. Snow who will put it on letterhead and send it to Mr. Digregorio and Mr. Buco to review.

The e-mail from Dana Bisbee was discussed next.

Mr. Bamsey asked Mrs. Snow to clarify that the question to Dana Bisbee is does an actual physical letter or memo exists stating there is no more grant on grant funding as presented at the 2015 budget hearing from the AG's office to DES. If the letter exists, commissioners wish to see it.

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

Nonpublic Per RSA 91-A:3II(a) and RSA 91-A:3II (c)

Mr. Digregorio made a motion to enter into non-public under RSA 91-A:3II (a) and RSA 91- A: 3 II (c), motion seconded by Mr. Buco; Motion passed by roll call vote: Mr. Buco-yes, Mr. Digregorio- yes, Mr. Bamsey-yes.

Meeting entered nonpublic at 5:40 p.m.

Meeting reconvened to public session at 5:52 p.m.

There being no other business to come before the board, meeting adjourned without objection at 5:53 p.m.

Respectfully Submitted,
Stacy Bolduc Receptionist