

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday October 18, 2018
Minutes**

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

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

SUPERINTENDANT'S BUSINESS

Mr. Quint updated the board how the sewer lining project is going. Next week will be a busier week. The need for lighting was discussed. North Conway needed their light back so Mr. Quint will look into renting lights from Coleman's for next week. The project is progressing a little slower than anticipated due to removing the inverts.

FIRE CHIEFS BUSINESS

Chief Solomon reported on Fire Prevention Week. It was a short week due to Columbus Day. Saturday was an open house, and it was very successful with a dunk tank and pizza for the kids.

Mr. Bamsey asked if a letter will be submitted to the paper thanking the community and Keith for the pizza. Chief Solomon replied he is working on one.

Chief Solomon reported next that he wants to change ambulance billing companies. He explained why now is a good time to make the change and the success that other fire departments are having with Quick Med Claims. Chief Solomon went on to explain the difference between the current billing company, Comstar and Quick Med Claims. Quick Med Claims is more expensive, but the difference would be made up in their ability to collect more in payments.

Discussion ensued around issues with Comstar and the benefits of changing to Quick Med Claims. The process is involved but Quick Med Claims has an onboarding team to help with the process, and they will use CVFD letter head for the bills and send them out in CVFD envelopes all of which Comstar will not do. Other benefits include being able to use a local lockbox and being able to take payments at the window at the administration building. Chief Solomon will also have direct access to their software via their portal which would allow him to send patient information if it was needed.

Mr. Digregorio would like to hear more feedback from the Seacoast Chiefs to see how happy they are with Quick Med. Chief Solomon has talked to three fire chiefs who gave positive feedback. Discussion ensued around high deductible plans and Comstar needing a 60- day notice that we will not be using them anymore. The two plans will run parallel for a bit till the shift is complete to Quick Med.

Chief Solomon will look into the lockbox and deductible piece and report back next week. Discussion ensued around if Peter Malia should look at the contract.

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

BOOKKEEPERS BUSINESS

Mr. Digregorio made the following motion for Mr. Bamsey to be able to sign documents in and out of session pertaining to all approved current and future projects.

Mr. Digregorio made a motion to move to authorize Steve Bamsey, Commission Chair, to act on behalf of Conway Village Fire District in signing and executing any and all documents in and out of session pertaining to all approved current and future projects in the District, seconded by Mr. Bucu; Motion passed 3-0-0.

Mr. Bamsey signed the following documents:

- The cobra and retirees billing
- The actual application for the loan amendment to extend the loan to 2020
- The cover letter that goes with the above application
- Release of funds from the water system improvement trust fund to pay Barry Miller

Mr. Digregorio made a motion to release \$42,275.00 from the CVFD Water System Improvement Trust Fund #6517, motion seconded by Mr. Bucu; Discussion: Mr. Bucu noted the invoice is for \$38,905.00 and asked what the additional money was for. Mrs. Snow replied for the \$3,370.00 that was paid months ago; Motion passed 3-0-0.

Tax rate setting season is underway, and CVFD is looking to be set at \$1.99 per thousand.

ADMINISTRATIVE BUSINESS

Administrative

- a. Ratify Checks Signed out of Session for Weekly Payroll Manifest for week ending 10/7/18
- b. Ratify and Sign Checks for Weekly Payroll Manifest for week ending 10/14/18
- c. Ratify A/P manifest signed out of session dated 10/10/18
- d. Ratify and Sign A/P manifest dated 10/17/18
- e. Approval of Supervisors' timesheets signed out of session for week ending 10/7/18
- f. Approval and signing of Supervisors' timesheets for week ending 10/14/18
- g. Approval of Meeting Minutes dated 10/5/18
- h. Vacation/Sick Policy Proposal

Mr. Digregorio made a motion to approve items A and D, motion seconded by; Mr. Bucu Discussion:

Mr. Bucu wanted to note there are two different law firms to be paid, Hastings and Malia for the NCWP Waste Water Agreement and Divine Millimet for assistance on State Aid Grant issues. NCWP Q3 waste water billing was \$54,563.31

Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the Superintendent's and Fire Chiefs time sheets signed out of session for week ending 10/7/18, seconded by Mr. Bucu; Motion passed 3-0-0.

Mr. Digregorio made a motion to approve and sign the Superintendent's and Fire Chiefs time sheets for week ending 10/14/18, seconded by Mr. Bucu; Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the meeting minutes of 10/5/18, seconded by Mr. Bamsey; Motion passed 2-0-1 Mr. Digregorio abstained.

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

Use of the Park

Mr. Bamsey updated the board the people who hold the Farmers Market had a meeting a couple of weeks ago and it looks like they may be using the park next summer to hold their market. Discussion ensued around the application process with the town. Mr. Bamsey will talk to John Eastman about the application.

Divine Millimet

Mr. Bucu would like to have a conference call with Dana Bisbee to try and answer Dana Bisbee's questions regarding the chronology for the state aid grant issue. Mrs. Snow will contact Dana to see if he can have a conference call next Thursday at 5:00 p.m. to answer any questions he may have regarding the chronology.

Vacation/Sick Policy Proposal

Mr. Bamsey brought Mr. Digregorio up to date on the vacation/sick policy that is being proposed. Discussion ensued around the current policy and compared to the proposed policy. The cost once an employee maxes out in sick, time if they got reimbursed at 15% an employee's hourly rate was discussed and the impact it would have on the fire budget. Discussion ensued. It was decided to table the discussion until next week.

There being no other business to come before the board, the meeting adjourned without objection at 6:17 p.m.

Respectfully Submitted,
Stacy Bolduc Receptionist