

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Friday October 5, 2018
Minutes**

Meeting was called to order at 6:50 a.m.

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

SUPERINTENDANT'S BUSINESS

Mr. Quint reported that Bruno and Steve worked with the State Thursday morning to raise the manholes. Though there was a cost for the rings, Mr. Quint feels they can use them elsewhere after the Main St. project. Meter reads were done this past week.

FIRE CHIEFS BUSINESS

Chief Solomon stated he finished the paperwork for the state to get reimbursed for Garret and car 1 going to the Carolinas. Chief stated CVFD will be reimbursed \$4,500 for the use of car 1. He went on to explain because the car has been driven through water, Chief is having the transmission, transfer case and rear-end service done to the car. The money will need to be accepted once comes in from being reimbursed from the state.

The exhaust capture is not done yet though Chief thinks it should be in by the end of the year. Next week is fire prevention week; the fire station will be busy with the kids coming in, and there will be an open house on October 13th 11:00 a.m.-2:00 p.m.

BOOKKEEPERS BUSINESS

Mrs. Snow and Mr. Buco have been working on a timeline for Dana Bisbee outlining the grant money application for the force main grant that CVFD did not receive all of the money for. Discussion ensued around what should be in the timeline. Contract for Phase II Wastewater Improvements project to Defelice Corporation/Authorization to award contract dated June 26th needs to be added to the chronology.

Vacation/Sick Policy was discussed next. The policy suggestions were handed out and discussed; the buyback, NCWP (North Conway Water Precinct) policy and the policy that Matt is proposing. Discussion ensued around numbers.

Mr. Bamsey wanted to wait for Mr. Digregorio before making any decisions on the sick/vacation policy or discussing the policies any further.

Mrs. Snow will send out the timeline to Dana Bisbee on Tuesday, October 9th.

There was a glitch in doing the meter reads this quarter with the programs talking to each other.

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

ADMINISTRATIVE BUSINESS

- a. Ratify and sign checks for Weekly Payroll Manifest for week ending 9/30/18
- b. Ratify and sign checks for O/C and E/O Monthly Manifest for month ending 9/30/18
- c. Ratify and sign checks for Quarterly Manifest for Quarter ending 9/30/18
- d. Ratify and sign A/P manifest dated 10/3/18
- e. Approval and signing of Supervisors' timesheets for week ending 9/30/18
- f. Approval of Meeting Minutes dated 9/27/18
- g. Joe Kenny Letter

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

Discussion:

U.S Bank- \$6,168.44 is the final payment on the monitor-defibrillator.

Alert-All- \$933.75 is for materials for fire prevention week.

Computer Port- \$630.00 is for carbonite office power 500 cloud backup renewal.

Commonwealth of Mass. - \$1.50 for tolls going to North Carolina.

Gemini Sign- \$200.00 for reflective stop and slow decals.

The City of Laconia- \$200.00 fall paramedic refresher training program.

Eversource- \$6,336.79 Mr. Buco commented the bill is going down.

Motion passed 2-0-0.

Mr. Buco made a motion to approve and sign the Superintendent's and Fire Chiefs time sheets for week ending 9/30/18, seconded by Mr. Bamsey; Motion passed 2-0-0.

Mr. Buco made a motion to approve the meeting minutes of 09/27/18, seconded by Mr. Bamsey; Motion passed 2-0-0.

LETTER TO JOE KENNY

Mr. Bamsey suggested writing a letter to Joe Kenny to ask him to please encourage DOT to respond in a timely manner to the Main St. Project, so the project does not fall behind. Paul Degliangeli has stated that currently with DOT's response time; the project will not start on time. Mr. Buco supports the idea. Mr. Bamsey will draft the letter and send it to Mrs. Snow who will put it on CVFD letterhead and send it out to board members and cc. Paul D, Assistant Commissioner Bill Cass, Gene Chandler, Kevin Russell from DES and David Mercier for review.

Discussion ensued around having to apply for a loan extension twice and the grant being at stake if the project does not keep moving forward in a timely manner. Mrs. Snow will contact Johana McKenna at DES to follow up on the loan extension request that David Mercier requested last week and e-mail Paul D. to ask him for a copy of the letter he sent to DOT.

MISC.

Chief Solomon stated he has talked to Tom Holmes regarding the opioid lawsuit, and Tom has no answers to the questions the board has at this time, and he will inform selectmen of the boards concerns.

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

There will be no meeting next week. Next meeting will be October 18th at 4:45 p.m.

Discussion ensued around concerns that budget season approaching fast; Mr. Bamsey suggested Chief Solomon create a budget based on the 25% suggestion for the next meeting.

There being no other business to come before the board, the meeting adjourned without objection at 7:40 a.m.

Respectfully Submitted,
Stacy Bolduc Receptionist