

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday December 6, 2018
Minutes**

Meeting was called to order at 4:15 p.m.

Commissioners present: Steve Bamsey, Tom Buco, Michael Digregorio

Others present: Assistant Superintendent Steve Anderson Chief Solomon, Amy Snow- Municipal Bookkeeper

Absent: Gregg Quint- Superintendent

Public: None

SUPERINTENDANT'S BUSINESS

Mr. Anderson opened the meeting with handing out the updated budget for both water and sewer.

The water budget was reviewed first. The water budget was decreased by \$11,736.00.

Worker's comp. went down for water and sewer but went up significantly for the fire department. Discussion ensued around how Mrs. Snow came up with the number. Mrs. Snow will review her numbers to make sure they are correct.

- Electricity budget went up a little bit in anticipation of electricity going up.
- Office expense went down significantly because last year we had to buy a new copier and a new server. Mrs. Snow computer is scheduled to be replaced this year.
- Building Maintenance went down, and the only thing Mr. Anderson is anticipating is a new carpet for the office.
- Chemical prices went up a little due to caustic going up .10 cents.

Discussion ensued around fire hydrant testing in Lamplighter Park and Mr. Anderson updated commissioners switching CVFD's hydrants to one style, there are currently four different styles in the district.

Sewer rates were discussed next.

Sewer has an increase because the usage is down due to less usage because Pine Hill has fixed their leaks. If the rates need to increase was briefly discussed. It was agreed at this time to leave the water rates the same.

- The legal line was increased by \$10,000.00
- The sewer rate is increased by .50 cents.
- Electricity line went up due to the cost of electricity going up.

Mrs. Snow is suggesting not doing pay salary raises in sewer this year because payroll is split 50/50 between water and sewer.

Mrs. Snow will redo the budgets showing the increase in legal and no salary raises in sewer to show what it will do to the rates.

Mrs. Snow emailed Peter Malia the commissioner's question, and he will get back to Mrs. Snow next week with the answer.

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

Mr. Anderson left the meeting at 5:05 p.m.

FIRE CHIEFS BUSINESS

Chief Solomon presented abatement for a Medicare remainder for \$94.30.

Mr. Digregorio made a motion to abate a Medicare remainder for \$94.30 for Tylor R., seconded by Mr. Bamsey; Motion passed 3-0-0.

Shawn Bergeron's letter regarding the exterior of the fire station was discussed. The Hardie Plank siding has failed and was not properly installed. What the options are to replace it was discussed. (See attached). Mr. Digregorio would like to see what it would take to do brick and what the cost is would be.

Short term issues that need to be addressed:

- Ridge cap
- Shingles
- Rotting fascia boards

After discussing vinyl siding and what other options would be available to fix the siding Mr. Digregorio asked that Szetlella is contacted to see if he can look at the fire station to evaluate it for brick siding.

The next item discussed was the fire department budget. Chief Solomon is predicting he will come in under budget this year and have excess revenue to generate a little bit of fund balance to help offset next year. The final page of the budget he handed out includes warrant articles, revenues, and offsets. The estimated impact the fire department will have on the taxes is \$1.98 up from \$1.78. When the commissioner's budget is added into the tax rate, it goes over \$2.00. Chief asked commissioners if they were comfortable with the rate or should he look at where he can cut his budget. The increase is due to an increase in health insurance, workman's comp, and property liability. Cutting the training line may be an option to bring down the tax rate.

The conversation went to the grant for improving the radios communication at the police station. Chief Solomon is not involved in the process of applying for the grant any longer. Mr. Bamsey would like Chief Solomon to follow-up with Paul D. because Paul D. is in charge of the project.

The tower truck failed the ladder test, and it is out of commission as of today because of a broken weld on the platform. It would cost \$10,000- \$12,000 to get a certificate to operate it. North Conway will be covering structure fires till the quint is complete. Chief Solomon will ask if he can get the broken weld fixed tomorrow will they finish the test.

BOOKKEEPERS BUSINESS

The final grant application needs signatures.

Mrs. Snow updated commissioners on the Main St. project. She spoke with Peter Pitsas of Underwood Engineers, and there is an agreement on the eastern project between DOT and Town of Conway and it will go to Governor and Council on December 19th. The next meeting with DOT will be Dec. 20th. Discussion ensued.

Mrs. Snow handed out the updated general fund balance and a rough draft of warrant articles. Mrs. Snow suggested taking \$30,000 from the fund balance and putting it into the building maintenance trust fund and \$5,000 to offset the operating budget.

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

ADMINISTRATIVE BUSINESS

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

Discussion: Shawn Bergeron \$4,300.00 for evaluating the fire station.

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 12/2/18, seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the meeting minutes of 11/29/18, seconded by Mr. Buco; Motion passed 3-0-0.

Dana Bisbee

Mrs. Snow stated all the communication regarding total construction cost (for the inter-connect) came from David Mercier. Discussion ensued around the original application and the revised application. David Mercier will provide how he came up with the cost of 11million dollars.

There is a concern if Dana understands what CVFD is asking of him. Mrs. Snow and Mr. Buco will hold a conference call with Dana Bisbee to clarify what information he needs.

The next meeting will be 12/17/18 at 4:15 p.m.

There being no other business to come before the board, the meeting adjourned without objection at 6:35 p.m.

Respectfully Submitted,
Stacy Bolduc Receptionist