

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONER'S MEETING  
Thursday May 16, 2019  
Minutes**

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

Commissioners present: Steve Bamsey, Michael Digregorio, Tom Buco

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

Absent: Gregg Quint- Superintendent

Public: None

SUPERINTENDANT'S BUSINESS

Mr. Anderson presented the job description for the vacant position when Mr. Quint retires. Mr. Digregorio asked if the full-time position is needed or can the position be supplemented by the NCWP. Discussion ensued around starting pay, licenses that need to be obtained, and the employment market.

Mr. Bamsey asked Mr. Anderson to do a comparison for pay rates in the state and other water/sewer departments. The position will be posted internally first. Discussion ensued around if drug testing should be mandatory. It was decided the position will be posted internally on the 5/20 then it will be posted in the paper 5/28 for two weeks. Applications will be accepted till 6/14/19. It was decided to add drug testing to the posting.

Underwood is looking into a loan for \$75,000 for an infiltration study next year. Mr. Anderson clarified it is a loan with 100% principal forgiveness. The study will identify the problems in the system with leaks and cracked pipes. The loan would cover the study, engineering, and investigations. Repairs would be done by CVFD or CVFD would hire a contractor to make the repairs as we could afford them (see attached).

FIRE CHIEFS BUSINESS

Chief Solomon reported he sent out 18 invitations to bid on the siding for the fire station. Two people responded they were interested, and one called stating they could not bid. Bids will be opened June 13<sup>th</sup> and bids may not be awarded till the following week.

Write-offs were discussed next.

**Mr. Digregorio made a motion to write off \$5,863.50 as recommended by the fire chief, motion seconded by Mr. Buco; Motion passed 3-0-0.**

BOOKKEEPERS BUSINESS

Mrs. Snow presented letters to send out to verify CVFD debt per the auditor's request.

The letter to NCWP regarding the IMA was briefly discussed. Mrs. Snow will send a copy of the letter to all of the commissioners. No cover letter is needed.

ADMINISTRATIVE BUSINESS

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

Ti Sales- \$3,349.00 water parts inventory.

NCWP- \$63,722.56 is for the sewer bill after the revenue is calculated.

Profile Motors- \$389.59 to replace a speed sensor and airbag sensor.

**Motion passed 3-0-0.**

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

**Mr. Digregorio made a motion to approve and sign the Superintendent's and Fire Chiefs time sheets for week ending 5/5/19, seconded by Mr. Buco; Motion passed 3-0-0.**

**Mr. Digregorio made a motion to approve the meeting minutes of 5/9/19, seconded by Mr. Buco; Motion passed 2-0-1. Mr. Digregorio abstained due to having to leave the meeting early.**

The next meeting will be 5/23/19 at 4:45 p.m.

North Conway Water Precinct will be attending next weeks meeting.

The Main St. Project schedule was briefly discussed.

Mrs. Snow reported the auditors had been here for the past three days.

There being no other business to come before the board, the meeting adjourned without objection at 5:46 p.m.

Respectfully Submitted,  
Stacy Bolduc Receptionist