

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONER'S MEETING  
Thursday June 20, 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: Bill Hounsell

ADMINISTRATIVE BUSINESS

- a. Ratify and Sign checks for Weekly Payroll Manifest for week ending 6/16/19
- b. Ratify and sign checks for A/P manifest dated 6/19/19
- c. Approval and signing of Supervisors' timesheets for week ending 6/16/19
- d. Approval of Meeting Minutes dated 6/13/19

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

People's United Bank - \$344,574.75 for the bond payment split between water and sewer. The bill is due in August and needs to be paid in 30 days before the due date.

Ossipee Valley Mutual Aid- \$1500.00 membership fee offers training and discounted prices on mutual aid, and sometimes aid is free.

Ti Sales- \$848.12 for manhole risers for Pleasant St. and Eaton Rd.

**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 6/16/19, seconded by Mr. Buco; Discussion:** Mr. Buco inquired about Mr. Anderson's call out to the Saco Pump Station. Mr. Anderson replied it was due to the floats having filled with water triggering an alarm. **Motion passed 3-0-0.**

**Mr. Digregorio made a motion to approve the meeting minutes of 6/13/19, seconded by Mr. Bamsey; Motion passed 2-0-1. Mr. Buco abstained.**

Mr. Bamsey noticed the dead trees were taken down in the park. Mr. Anderson responded he had intentions of taking them down but, RWN had already taken them down. Discussion ensued around work that still needs to be completed and that the park does look better with the work that has been done.

FIRE CHIEFS BUSINESS

**Mr. Digregorio made a motion to accept unanticipated revenue for \$7,234.90 from E-MACK Deployment as per RSA 31:95-B(3b), seconded by Mr. Buco; Motion passed 3-0-0.**

This reimbursement is for sending Garret Meador and Car 1 to North Carolina with the state task force to assist with the hurricanes. Mr. Digregorio asked Chief if he did a breakdown to see what it cost to send a vehicle and one person. Chief responded the cost to send Garret was a direct one for one reimbursement that included the loaded labor cost, including the overtime. Car 1 was reimbursed according to FEMA's rate sheet at so many dollars' s an hour at 12 hours a day for 11 days, and that includes the wear and tear while it was gone.

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The MOU (memorandum of understanding) between the State and CVFD needs to be voted on again this year. Chief Solomon asked Commissioners to approve an inter-governmental agreement that would allow the District to deploy any of CVFD's personal or equipment. This will be an annual agreement. Discussion ensued around details that needed to be worked out for future deployments.

**Mr. Digregorio made a motion to enter into an inter-governmental/inter-agency agreement between New Hampshire Division of Homeland Security Emergency Management and Conway Village Fire District, seconded by Mr. Buco; Motion passed 3-0-0.**

Chief Solomon explained the goal is to try and send two people, one from CVFD and one from North Conway Fire Department. Chief is also trying to get two people who are qualified from Jackson on board. They will need to do some additional training.

**Bill Hounsell joined the meeting at 5:00 p.m.**

#### BILL HOUNSELL

Mr. Hounsell came before the board to update them on the success of getting the State aid (SAG) funds approved \$1,417,879 and other projects that are being approved in other communities. Mr. Hounsell explained that the Conway Village Fire District, North Conway Water Precinct and lower Bartlett were mentioned several times during the Drinking Water Commission's process. He went on to explain everything we do in the efforts to get grants for wastewater and water raises our profile, and that Representative Buco is held in very high esteem on the pursuit of raising that profile by his peers. Discussion ensued around Mr. Buco's bill he filed on policies which will come out in the fall.

#### FIRE CHIEFS BUSINESS

Chief Solomon reported they are staying busy and are a little behind in fire testing due to spring being so late.

Chief has spoken with NH Aluminum but has not had a chance to get together with him to do a contract.

Mr. Bamsey asked if sprinkler heads or sprinkler pressure system is tested annually in public buildings that are sprinkled. Chief Solomon responded, yes, depending on the building, different systems are tested in different ways. All sprinkled buildings are tested at least once a year.

#### BOOKKEEPERS BUSINESS

Peter Malia has looked at the sublease contract between CVFD, Upper Valley Land Trust and Conway Historical Society and will be sent off to the Conway Historical Society. Peter will send Conway Historical Society the bill for reviewing the lease.

Mrs. Snow received an email from Beth Malcom of DES with the new amortized schedule showing the amended grant amount of \$3,845,246. Mrs. Snow checked the payments reflect \$67,518. A check in the amount of \$135,036 will be issued before June 30, 2019; this is the total of two payments of \$67,518.00.

Mrs. Snow proposed to take \$67,518 and apply it to the betterment fee for the next two billing cycles left this year. This would be \$334,494 for the debt after the grant. Dropping the betterment fee \$5.00 would bring it down to \$55.34, and we would bill for \$376,755. In 2020 we could bring down the betterment fee down another \$5.00. Any extra money brought in could be used to offset the sewer debt, and the other \$67,518.00 could be put in the sewer debt expendable trust fund. Right now, we take \$12,000 a year out of the trust fund to help offset the betterment fee. Mrs. Snow suggested increasing that to \$15,000 to help offset the betterment fee, to

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further decrease it more. Doing this the money would last the life of the loan. Mrs. Snow said she also has a call into Deidra to see if we can pay extra on the RD loan which may not do anything for us now but would lower the last payment. Discussion ensued.

Mr. Bamsey questioned what the downfall would be to not dropping the betterment fee \$10.00 this year. Mrs. Snow responded because we do not have the check yet, and the bills are going out in July. Mr. Digregorio questioned why we could not use the money for the money we owe North Conway, Mrs. Snow responded because it is grant money for debt, and all the grant money goes towards the betterment fee. Mrs. Snow also pointed out it was promised to taxpayers that any grant money CVFD got would be put towards the betterment fee. Discussion ensued around Lamplighters will be progressively paying more over the next four years, further reducing the betterment fee and not dropping the betterment fee all once. Mr. Digregorio questioned being able to make an argument to taxpayers to use some of the 67,000 to pay NCWP to keep from having to raise taxes because ultimately, we want to keep the tax rate low. After more discussion, if the money could or should be used towards the NCWP project and what the betterment fee would be in four years after lamplighters are paying in full it was decided more discussion was needed before a decision could be made.

Mrs. Snow stated the cost to hire Dana Bisbee was \$6,700.00 to get the state aid grant.

Mr. Hounsell reiterated the success of getting the 70 projects funded and how the success has rejuvenated Wastewater Division because their engineers have money, and all the 70 projects are on the table with applications.

There was a brief discussion around if Mr. Hounsell's services are still needed and if sending letters out to those who are responsible for getting CVFD the state aid grant money. It was decided that letters would go to the Governor and Council and the Commissioner of DES.

Mr. Bucu submitted a letter (see attached) for the record stating grant award of \$1,417,879 up to 3.8 million dollars, which is 30% eligible project cost to 12.8 million. Mr. Bucu also stated the time to file any bills would be from 9/4-9/20/2019.

Mr. Hounsell and the board of commissioners concluded there is no work for Mr. Hounsell to do for CVFD at this time. Commissioners thanked Mr. Hounsell for his work, and if something comes up, they will contact him.

**Mr. Hounsell left the meeting at 5:45 p.m.**

#### SUPERINTENDANT'S BUSINESS

Mr. Anderson reported that he has interviews scheduled next week and the Indeed ad closes Friday

Mr. Bamsey reported the next meeting with North Conway to discuss the IMA will take place on the 26<sup>th</sup> at 11:30 a.m. at the NCWP (North Conway Water Precinct). Mr. Bamsey brought Mr. Bucu up to date what has been discussed so far. He explained the flat rate proposal and not taking part in the revenue from the septage receival program and paying an additional 5% to them to use however they want. Discussion ensued around numbers and fixing infiltration problems which would reduce the amount we would have to pay. The impact of a hypothetical flat rate of \$3.90 per 1000/ gallons was discussed. Mr. Digregorio requested a spreadsheet that could be used to do projections by changing the rate and percentages. Discussion ensued around the pro and cons of the flat rate proposal and pro and cons of not participating in NCWP septage receival.

Mr. Bamsey explained that it was proposed that any rate increases would be tied to a percentage of NCWP customer increases. Chief Solomon commented he feels CVFD needs all of the information that David Mercier has requested to calculate our potential cost of the septage receival and dewatering project, he also suggested if

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we are looking at a flat rate tied to NCWP rates, then we should request a rate history to see how many times their rates have gone up.

Mr. Bamsey summed up the following talking points for the next meeting

- Flat rate
- All sewer revenues would end for CVFD in return for CVFD not sharing in any of the capital cost of the screw presses, septage receiving or future projects.
- The need for all of the information that David Mercier requested to be able to calculate CVFD's cost for the septage receiving and dewatering upgrade project.
- Definitions need to be clarified in the IMA
- Review of Appendix C.

Mr. Anderson will bring a copy of the Underwood letter requesting information to help calculate CVFD's cost of the septage receiving and dewatering upgrade.

Mrs. Snow and Mr. Anderson reviewed other towns IMA. They did not find anything similar to our situation. Mr. Bucu would like to sit in on the next joint meeting. Mrs. Snow will email Kris to let her know that Commissioner Bucu will be sitting in on the next meeting.

The next meeting will be 6/27/19 at 4:45 p.m.

There being no other business to come before the board, meeting adjourned without objection at 6:32 p.m.

Respectfully Submitted,  
Stacy Bolduc Receptionist