

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONER'S MEETING  
Thursday, October 31, 2019  
Minutes**

The meeting was called to order at 4:45 p.m.

Commissioners present: Steve Bamsey, Tom Buco, Michael Digregorio

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

Absent:

Public:

APPOINTMENT

Paul Degliangeli was unable to attend the meeting.

SUPERINTENDANT'S BUSINESS

Mr. Anderson updated commissioners that the truck will be ready next Friday and that the other parties' insurance company has informed us that they have not deemed their insured party responsible for the accident; therefore, they will not be covering her repair cost. We have not heard from Primex yet.

Mr. Anderson will have preliminary budgets next week.

Mr. Anderson will meet with Profile Subaru and Power Sports on November 7<sup>th</sup> at the Administration Building at 10:00 a.m. regarding their request to hook into the sewer because they are considering a carwash. A brief discussion ensued around the complications and the cost.

FIRE CHIEFS BUSINESS

Chief Solomon reported that the siding project is almost complete at the fire station. The sign will be put back up when it's not raining, and he has help.

A rough draft of the fire budget was passed out for commissioners' to review. Chief Solomon watched a portion of Hales Location last Commissioners meeting via Government Oversight.com, and they did vote to award CVFD the ambulance contract though Chief Solomon had not been officially informed yet. He questions if they understand the details of the bid. His rough draft of the budget includes revenue for covering Hales. Chief Solomon will reach out to County Administrator Ken Robichaud and make an appointment with him to present the ambulance contract. Chief Solomon went on to explain getting the Hales Location bid will help to mitigate some of the cost increases in the 2020 budget. Health insurance is seeing the biggest increase. Discussion ensued around what lines are increasing. The overall budget increased \$32,408 of that increases \$25,500 is for health insurance. Chief Solomon has not looked at warrant articles for the fire department yet.

The budget will be on the agenda next week. A topic for discussion is to plan on having the driveway repaved and redone when Main Street is being done. Mr. Digregorio suggested a warrant article for next year to start putting money away for the project. Discussion ensued around a warrant article for a new SUV and putting money away in the capital reserve account for a new ambulance. Ambulances have increased in cost substantially, and CVFD is scheduled to buy one in 2021.

Chief Solomon said it is hard for him to look at increasing salaries because he does not get a wage and salary survey anymore because it is not available. He is trying to look at fire stations that are comparable in size to CVFD as a guide.

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

BOOKKEEPERS BUSINESS

Mrs. Snow presented a letter from Tom Dewhurst regarding the Ruth Bolduc Estate has named CVFD in her estate, leaving \$3,156.39 to the fire department/ rescue.

The letter was signed to accept the funds, and the following motion was made:

**Mr. Digregorio made a motion to authorize Mr. Bamsey to sign the Receipt Release and Refunding Agreement of the Ruth G. Bolduc Revocable Trust of 1996 in accordance with the trust agreement, seconded by Mr. Buco; Motion passed 3-0-0.**

Mrs. Snow also had a letter for release of funds from the Building Maintenance Trust Fund for the siding of the Fire station.

**Mr. Digregorio made a motion to request \$29,300.00 be released from the CVFD Building Maintenance Trust Fund # 6583, motion seconded by Mr. Buco;**

Discussion: Mr. Buco questioned when NH Aluminum would be paid in full. The agreement states the balance be paid in 3 payments. The third payment will not be released until the siding project is complete.

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

Mrs. Snow updated commissioners that Brad (Pope Security) has fixed the broken pole (the base) welded and ordered an LED bulb to see what will work. The bill for this is \$814.00, and the entire project to change out the lights will be \$1,817.00. The bulbs will be 30 watts and will give off more light than the old lights at 150 watts. The new lights will cost \$90.00 each. The updated lights will cost less to maintain. Mrs. Snow asked commissioners if they wanted to proceed with changing out the lights in the park. Mr. Digregorio supports the lights being changed out and then announced he had to leave the meeting for another commitment.

**Mr. Digregorio left the meeting at 5:17 p.m.**

It was agreed to move forward with replacing the lights in the park.

A letter of support on behalf of the Town of Albany (see attached) to Pierce Rigrod of NH DES/ DWGB (Drinking Water and Groundwater Bureau) was reviewed. The letter expressed the Board of Commissioners' support to the Town of Albany and their efforts to educate its citizens about Groundwater Protection, their goal of valuing and protecting our groundwater, and the development of a Groundwater Protection Ordinance. The letter was signed by Mr. Bamsey.

Chief Solomon reported that he and Mr. Anderson looked at the gazebo in the park, and it needs some minor repairs. He suggested that Farsight Enterprises take a look at the gazebo. The birch tree in the park does need to come down because it is a threat to the barn and the former Mountain Top Music building. It will be taken down when the weather permits.

Mrs. Snow handed out a copy of the commissioner's budget to Mr. Bamsey and Mr. Buco. The budget is down. The professional line was taken out due to not needing to hire Mr. Hounsell next year. Discussion ensued on keeping a small amount in the line item in case something comes up. Mrs. Snow suggested putting the legal and professional lines together and increase that line. She increased the office expense line \$6,000 and is proposing to commissioners if they would be willing to reimburse water and sewer \$2,500 each for the year for the work that the bookkeeper and receptionist do on behalf of commissioners on water and sewer payroll. North Conway Water Precinct does this as well. Discussion ensued on how water and sewer budget pays the office staff currently. Mr. Bamsey stated he supports combining legal and professional lines, but would like to table the

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

conversation until Mr. Digregorio can have input. The rest of the Commissioners' budget was reviewed. Mrs. Snow will email the budget to Mr. Digregorio.

ADMINISTRATIVE BUSINESS

- a. Ratify Payroll Manifest and sign checks for week ending 10/27/19
- b. Ratify A/P Manifest and sign checks dated 10/30/19
- c. Approval and signing of Supervisors' timesheets for week ending 10/27/19
- d. Approval of Meeting Minutes dated 10/24/19

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

**Discussion:**

Eastern Analytical- \$1,103.60 is for a test that is done twice a year.

Treasurer of the State- \$750.00 is for the CVFD treatment lagoon dam registration that is paid yearly.

Health Trust- \$21,651.69 is a prepaid expense.

**Motion passed 2-0-0.**

**Mr. Buco made a motion to approve and sign the Superintendent's and Fire Chiefs' timesheets for the week ending 10/27/19, seconded by Mr. Bamsey; Discussion: Motion passed 2-0-0.**

**Mr. Buco made a motion to approve the meeting minutes of 10/24/19, seconded by Mr. Bamsey; Motion passed 2-0-1.**

The next committee meeting will be November 6<sup>th</sup> at 3:30 p.m. at North Conway Water Precinct.

The next commissioners meeting will be November 7<sup>th</sup> at 4:45 p.m.

There being no other business to come before the board, the meeting adjourned without objection at 5:47 p.m.

Respectfully Submitted,  
Stacy Bolduc Receptionist