

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday December 12, 2019
Minutes**

Meeting was called to order at 4:47 p.m.

Commissioners present: Steve Bamsey, Tom Buco, Michael Digregorio

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

Absent:

Public:

SUPERINTENDANT'S BUSINESS

Mr. Anderson reported that he added a line item to the water budget for calibrating the pumps. In the past, it was in the operating budget. Mrs. Snow e-mailed commissioners a draft of the budget hearing for commissioners to review. The warrants will be on next week's agenda to review.

There was an engaging discussion on whether to set the water/sewer rates after the annual meeting when the budget has been approved or set them now for January 1, 2020. There was also a discussion around the addition of the new backhoe rate and the sump pump penalty. Historically the rates have always been set in December for January. It was decided to approve the addendum to the sump pump policy.

Mr. Digregorio made a motion to adopt the addendum 1 to the Sewer Rules and Regulations as presented, motion seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Digregorio suggested putting information on the spring bill explaining why the addendum was made to the Sewer Utility Rules and Regulations, and give an example of what it cost the District when people hook their sump pump to the sewer. Mr. Buco suggested adding what not to flush down the toilet as well. After some discussion, it was decided to approve the Water/Sewer rates as presented by the Bookkeeper and Superintendent.

Mr. Buco made a motion to adopt the 2020 Water/Sewer rates as presented, motion seconded by Mr. Bamsey; Motion passed 3-0-0. (See attached).

Mr. Anderson has received the 90% plans for Main Street, and there are four bids for the dump truck. The manhole on Chase/Wilder has been fixed.

FIRE CHIEFS BUSINESS

The lights have been installed on the outside of the Fire Station. Chief Solomon reported there are two lights that are not working in the Park, and receptacles on two poles had to be replaced.

Write-offs were discussed next. (See attached).

The Comstar write-off goes back to 2006. This write-off for Comstar cleans up the books.

Mr. Digregorio made a motion to write-off \$310,802.40 as recommended by the Fire Chief, Mr. Buco seconded the motion; Motion passed 3-0-0.

Quick Med write-offs were discussed next. The write-offs consist mostly of Medicare remainders, an employee, and a couple of people who are deceased.

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

Mr. Buco made a motion to write-off \$3,889.04 as recommended by the Fire Chief, motion seconded by Mr. Digregorio;

A letter from Lori Irwin regarding ambulance abatement was discussed. Chief Solomon will send her a letter explaining her options for making payments and that her request does not fit the CVFD abatement policy.

BOOKKEEPERS BUSINESS

Mr. Bamsey signed the disbursement request from DES to pay Underwood for the final engineering cost. Mr. Bamsey also signed a request to take money from the Sewer Projects # 7060 Trust Fund to pay Brian Locke for the manhole repair.

Mr. Digregorio made a motion to release \$5,250 be released from the Sewer Projects Trust Fund #7060, motion seconded by Mr. Buco; Motion passed 3-0-0.

Upper Valley Land Trust lease was discussed.

ADMINISTRATIVE BUSINESS

- a. Ratify Payroll Manifest and sign checks for week ending 12/8/19
- b. Ratify Yearly E/O Payroll Manifest and sign checks for year ending 2019
- c. Ratify A/P Manifest and sign checks dated 12/11/19
- d. Approval and signing of Supervisors' timesheets for week ending 12/8/19
- e. Approval of Meeting Minutes dated 12/5/19

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

Discussion:

A/D Instrument Repair, Inc. - \$1,122.28 for flow testing
Bryan Locke, LLC work completed on a manhole on Chase/Wilder St.
Concord Hospital- \$362.84 a full-time person was hired, and a full physical were needed.
Northeast Auto Body- \$6,430.40 repairs to the 2009 GMC Sierra
First National Bank-\$ 1,012.58 is paid online banking. Chief explained details of the bill.
NCWP- \$67,308.52 paid through online banking. NCWP project payment.
Barn Door Silk Screeners- Bought out New England Embroidery

Mr. Digregorio made a motion to approve and sign the Superintendent's and Fire Chief's timesheets for the week ending 12/8/19, seconded by Mr. Buco; Discussion: Motion passed 3-0-0.

Mr. Digregorio made a motion to approve the meeting minutes of 12/5/19, seconded by Mr. Buco; Motion passed 3-0-0.

The next commissioners meeting will be December 19, 2019, at 4:45 p.m. There will be no meeting on December 26th.

There being no other business to come before the board, meeting adjourned without objection at 5:52 p.m.

Respectfully Submitted,
Stacy Bolduc Receptionist