

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONER'S MEETING
Thursday January 2, 2020
Minutes**

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

Commissioners present: Steve Bamsey, Tom Buco

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

Absent: Michael Digregorio

Public:

SUPERINTENDANT'S BUSINESS

Mr. Anderson reported the office is currently working on finalizing the meter reads for the first quarter billing. The guys have been doing snow removal for the hydrants and yards. The Main St. plans are still being reviewed. A brief discussion ensued around the comments that were sent back to David Mercier regarding the placement of hydrants and crosswalks. The project is projected to go out to bid next month with an anticipated start date of sometime in the spring.

Mr. Bamsey asked how CVFD will supervise the work regarding the water main work. Mr. Anderson responded that there would be someone from the District supervising that part of the project all the time. Mr. Bamsey pointed out the staff is smaller and wants to make sure the district is protected. Mr. Anderson stated an engineer would be present, and he plans on having someone from the district present as well. Discussion ensued around what would happen if the District had an emergency that would take them away from supervising the project. Reaching out to NCWP to see if they would be available if an emergency came up during the project to help out was briefly discussed or the Town of Conway.

Chief Solomon entered the meeting at 4:55 p.m.

The budget for the project was briefly discussed.

Mr. Anderson reported that the PFOA testing came back clean, and the testing has been suspended for 2020.

FIRE CHIEFS BUSINESS

Chief Solomon reported the call volume has been low for the first half of December but has since picked up. The plow truck needed a new coil pack. Chief Solomon volunteered to be on the short-term rental committee when it is reformed; however, he reported that two senators had co-sponsored a House bill that will prevent towns from regulating short-term rentals. The bill has not been introduced yet. Discussion ensued around how the bill is structured to take away local authority, and the bill is sponsored by the house minority and majority leader.

The fund balance for the fire department budget will have to be looked at again after the budget hearing to see what amount can be put into it.

BOOKKEEPERS BUSINESS

Mrs. Snow reported that the warrant articles are with the DRA to be reviewed. The office is currently working on month-end, year-end, and quarterly billing.

Disbursement for Main Street was resigned and will be sent to DES. Mrs. Snow got a new computer.

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

ADMINISTRATIVE BUSINESS

- a. Ratify Payroll Manifest for week ending 12/22/2019
- b. Ratify Payroll Manifest and sign checks for week ending 12/29/2019
- c. Ratify A/P Manifest and sign checks dated 01/02/2020
- d. Approval and signing of Supervisors' timesheets for week's ending 12/22/19 and 12/29/19
- e. Approval of Meeting Minutes dated 12/19/19

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

Discussion:

People's United- \$103, 676.25 is the New Hampshire Municipal Bond Bank payment (the refinance of the phase one form Rural Development).

Rural Development- \$191,335.00 is the January payment for the Force Main loan.

Computer Port- \$730.00 is for Amy's new computer and MS windows license.

Aaron Blake- \$1,270.00 for the entryway lighting at the fire station.

Total Body Experts- \$5,698.00 is the payment for the stair master.

Stryker Sales Corp.- \$951.15 supplies for the monitor.

Motion passed 2-0-0.

Mr. Bamsey made a motion to approve and sign the Superintendent's and Fire Chiefs' timesheets for the week ending 12/22/19 and 12/29/19, seconded by Mr. Buco; Discussion: Motion passed 2-0-0.

The minutes from 12/19/19 will be tabled till next week due to Mr. Digregorio being absent from tonight's meeting, and Mr. Buco was not at the meeting.

The next commissioners' meeting will be January 9, 2020, at 4:45 p.m.

There being no other business to come before the board, the meeting adjourned without objection at 5:27 p.m.

Respectfully Submitted,
Stacy Bolduc Receptionist