

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONER'S MEETING  
Thursday January 9, 2020  
Minutes**

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

Commissioners present: Steve Bamsey, Michael Digregorio

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

Absent:

Public:

BOOKKEEPERS BUSINESS

Mrs. Snow asked Commissioners to accept the unanticipated revenue per RSA 31:95-B III (b) for \$7,000.01 from the sale of the dump truck.

**Mr. Bamsey made a motion to accept the unanticipated revenue, as stated by the bookkeeper from the sale of the dump truck, motion seconded by Mr. Digregorio; Motion passed 2-0-0.**

Mrs. Snow presented the governess letter to commissioners per the audit, stating that commissioners and the treasure are reviewing manifests weekly and that the district has implemented a fraud prevention policy and a fiscal policy stating internal controls. It also states an accounts payable policy has been implemented, and commissioners are not aware of any fraud.

Mrs. Snow has not had a chance to look but knows that the warrant articles have been reviewed by the DRA The candidacy filing, the budget hearing, and public hearing regarding the change in the lease agreement with the Conway Historical Society (CHS) have been posted in the paper.

SUPERINTENDANT'S BUSINESS

Mr. Anderson updated commissioners that the guys have been working on painting and piping in a new chemical storage tank at the chemical building.

Mr. Anderson has been in contact with one of the engineers for the Main St. project, and they have been discussing different scenarios and the placement of additional hydrants. There was a brief discussion recapping last week's discussion on who would oversee the Main Street project on behalf of CVFD. Mr. Anderson affirmed that he would be on sight, and if he could not be then, a CVFD employee would be there, and an engineer from Underwood would also be on sight. It was also discussed having a backup plan to call on the Town of Conway or North Conway Water Precinct in case of an emergency that would call the district away from the project.

The possibility of lateral sewer lines being damaged during the project was discussed and mapping out any updates done to the water and sewer system during the project regarding fittings and swing ties. Mr. Anderson explained before the project; the district will mark where the sewer service lines are. Replacing the curb stops were briefly discussed.

Chief Solomon reported that the timeline was discussed at the selectman's meeting and the 90% plans have been approved by the state and the state wants thirty days to review the changes. In addition the 100 % plans would take an additional thirty days to review which would delay sending the bid out until March or April which could delay the project until 2021.

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

Mr. Anderson will reach out to Paul D. to see if there are any new updates on the project. Discussion ensued around the water line hook-up to the new Bank of New Hampshire building.

FIRE CHIEFS BUSINESS

Chief Solomon reported they have been busy with calls this month. They have done 48 calls already this month and wanted to mention that the CVFD budget hearing is scheduled the same day as the primary. The Town voting will take place at the Conway Elementary School this year. Chief Solomon concluded his update announcing that he has four new on-call people.

ADMINISTRATIVE BUSINESS

- a. Ratify Payroll Manifest and sign checks for week ending 1/5/2020
- b. Ratify A/P Manifest and sign checks dated 1/8/2020
- c. Approval and signing of Supervisors' timesheets for week ending 1/5/2020
- d. Approval of Meeting Minutes dated 12/19/19/ and 1/2/2020

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

**Discussion:** Primex- \$76,329.00 is for property liability and worker's compensation coverage.

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

**Mr. Bamsey made a motion to approve and sign the Superintendent's and Fire Chiefs' timesheets for week ending 1/5/2020, seconded by Mr. Digregorio; Motion passed 2-0-0.**

**Mr. Digregorio made a motion to accept the meeting minutes dated 12/19/19, motion seconded by Mr. Bamsey; Motion passed 2-0-0.**

The meeting minutes for 1/2/2020 were tabled for next week when Mr. Buco will be present.

The next meeting will be on January 16, 2020, at 4:45 p.m.

Respectfully Submitted,  
Stacy Bolduc Receptionist