

CONWAY VILLAGE FIRE DISTRICT
COMMISSIONERS' MEETING
Minutes - Amended
Thursday, May 28, 2020
Conway Fire Dept. Meeting Room with public via ZOOM 5:00 p.m.

Meeting was called to order at 5:00 p.m.

Commissioners present: Steve Bamsey, Tom Buco, Mike Digregorio

Staff present: Chief Solomon, Amy Snow – Municipal Bookkeeper, Superintendent Anderson - via ZOOM.

Superintendent's Business

Amy spoke about unemployment and the fact that all water/sewer employees are eligible for unemployment benefits; Stacy and Roy both received their first check. The rest of us are eligible but even with reduced hours we gross too much to receive any benefit. The commissioners reinstated Bruno, Steve, Amy, and Sloan to 40 hours and want the money lost for last week made up on Friday, with a supplemental manifest.

Superintendent Anderson stated that Bruno was fine with being the Primary Water Operator if no one is in place when he leaves. He also believes that Bruno is okay with being the field superintendent. Tom wanted to know how long he could do that, and Steve said until someone is in place. He went on to say that applications are coming in. He feels that at least one of the applicants is qualified. Amy stated that the chief, Bruno and herself are reviewing the applications. Commissioner Bamsey wants the add to run at least another week.

Discussion ensued around when the commissioners would interview final candidates. It was decided that they would take place on June 11th at 5:00, 6:00, and 7:00 all in non-public, that is if we have three final candidates. During the preliminary interviews, Bruno will ask operations questions, the Chief will ask managerial questions and Amy will ask financial questions. These questions and the responses will be given to the Board so they will know what was asked and how they responded.

Mr. Anderson told the Board that the new chemical tanks were filled (2000 gallons) and everything is working great. He also told them he reviewed the Tech Village plans, working on projects and doing service calls. Discussion ensued around the Tech Village Expansion and the fact that it is being constructed in phases. It was discussed that the connection fees will be charged as the buildings are completed. Amy relayed that she is working on a comparison between the CVFD and NCWP connection fees. It was discussed that we should not deviate from how it is done now. Mr. Anderson said that even with this project we should be well within our capacity at the NCWP plant. As more development occurs, we just need to keep this

in mind. Commissioner Digregorio mentioned that as we control infiltration our flow to NCWP will be less. An engaging discussion occurred about the flows of the district.

Mr. Anderson reminded the Board that CVFD bought into NCWP for “x” amount of dollars based on flow, if we were to do that for this project, we would be changing our policy. Commissioners Bamsey and Bucu feel we should just keep the connection fee as is, our rate payers are paying on a Bond, Commissioner Digregorio wants to make sure they stay here, if they decide our rates are too high we could risk them going somewhere else. He wants to look at the long term. Amy stated that the connection fees go into the Trust Funds to fund projects, the fees from this project means less we have to raise and appropriate from rates. Commissioner Bamsey asked if the connection fees can be placed in the Debt Trust Fund. Amy explained that some of the Trust Funds are set up to be funded by connection fees, she will look into the legality of using them for other things; as long as the Legislative Body is informed as to where the funds are going and what they will be used for it may be okay.

The project has a purchase and sales agreement and June 11 is the Planning Board meeting. If approved they plan on breaking ground late summer. The Chief stated that Conway Village has a documented need for work force housing.

Fire Chief's Business

We have been doing calls and some inspections, he has also been reviewing the Tech Village plans. He is waiting to see if there is going to be surge in COVID cases due to opening things up. The campgrounds (Seasonals) are full. Commissioner Bamsey asked about the road for the Tech Village project. The chief stated it will continue through and come out between the old veterinary clinic and the cemetery out to 16, they will be adding a lane to Route 16, and the buildings will be on this south end. He feels they do not have enough hydrants and he is addressing that. The road will eventually become a town road and the pipes will be deeded over to the District. There was discussion about Route 16 traffic due to this development. It was stated that this project would not be possible without the projects we did (Articles 2 & 3 2006). This could also increase the police and rescue/ambulance volume as well as an increase in students at Conway Elementary.

Bookkeeper's Business

Amy reported out on arrears (attached). She reached out to those with high balances. Amy sent out a “Friendly Reminder” to those with overdue that also stated Executive Order 3. Without the “threat” of a shut off it is harder to get some people to pay.

Amy requested a non-public session for next week under RSA 91-A:3 II(a). It will be the last item on the Agenda.

Commissioner Bamsey asked the Superintendent if he has spoken with Dave Mercier regarding the Main St. Project. Mr. Anderson replied that he has not spoken with Dave, but the Monthly Progress Report said they plan on going out to bid in late July and open the bid in late August. Discussion ensued around what they could possibly do and where they might stage.

Administrative

Commissioner Bamsey made a motion to approve a) & (b), motion was seconded by Commissioner Bucu. Commissioner Bucu wanted to jump back to last week's A/P and the payment to NH Municipal Bond Bank and why it was higher than normal. Amy explained that the February payment is interest only and the August payment is interest and principal, so it is higher and is the same as every August. On this week's A/P Commissioner Bucu asked about the following

1. Burke Quarry: Road repair - Crushed stone was to replenish our stockpiles of crushed stone, gravel, and sand.
2. Duperon Corp.: Capital Outlay for equipment – Automatic racked system in the Grit Building spare parts from the STAR account.
3. HealthTrust: \$26,000 for health insurance
4. New Hampshire Retirement: \$18,000. This is higher than normal due to the new overtime calculations from the supplemental pay for First Responders. The chief said there is no word from NH Municipal Assoc. on this yet. He has about six pots of money he is working on to try and recover the extra money spent on taxes etc.

Motion passed 3-0-0.

- a. Ratify and sign checks for the Weekly Payroll Manifest for week ending 5/31/2020
- b. Ratify A/P Manifest dated 6/1/2020 **Commissioner Bamsey made a motion to approve Supervisors' timesheets for week ending 5/24/2020, motion seconded by Commissioner Bucu, motion passed 3-0-0.**

Commissioner Bamsey made a motion to approve Meeting Minutes dated 5/21/2020, motion seconded by Commissioner Bucu, motion passed 3-0-0.

Commissioner Bamsey recommended that interviews with the Board should occur on June 11th. The only thing on the Agenda should be the administrative business. We will leave it posted for the time being. One hour will be slotted for each interview starting at 5:00 p.m.

The Chief believes the High School will pay to cover our payroll expenses for graduation (\$430.00ish). North Conway wants to participate; the chief is still working on it. Center Conway's ambulance will cover second calls.

The next meeting will be June 4th at the Fire Station with public via ZOOM at 5:00 p.m.

Meeting was adjourned without objection at 6:06 p.m.

Respectfully submitted, Amy Snow, Municipal Bookkeeper.

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Motion passed 3-0-0.

- a. Ratify and sign checks for the Weekly Payroll Manifest for week ending 5/31/2020 and ratify supplemental payroll manifest for week ending 5/24/2020
- b. Ratify A/P Manifest dated 6/1/2020 and ratify supplemental manifest dated 5/29/2020

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