

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONERS MEETING  
Thursday July 9, 2020 5:00 p.m.**

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

Commissioners present: Steve Bamsey, Tom Bucu, via Zoom Mike Digregorio

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

Public: None

BID OPENING

The chief told the commissioners that one bid came in this morning and one in today's mail. Commissioner Bamsey did not feel that it changes the process and accepted those two late bids. The Commissioners opened 18 bids. The highest bid was for \$1651.00 from Bill Briggs. **Commissioner Digregorio made a motion to accept the bid of \$1,651.00 for the utility trailer, motion seconded by Commissioner Bucu. Motion passed 3-0-0.** The trailer was awarded to Bill Briggs for \$1,651.00.

SUPERINTENDENT'S BUSINESS

Superintendent Anderson explained that the Poole's Circle project will be starting next week and that he and Bruno put in a new curb stop for the street today. Everyone got a notification about the construction. Commissioner Bucu asked what CVFD staff will be doing during the project and Mr. Anderson said they would be helping with the fittings and keeping an eye on the project. Commissioner Bucu asked Mr. Anderson to make sure Burnham Co. doesn't put any big rocks back into the hole. Commissioner Bamsey wanted to make sure Sloan was going to be involved, this is a good learning opportunity. Today Sloan was observing the generator's services. Mr. Anderson feels the Poole's circle project will be done in the next couple weeks.

Mr. Anderson talked about the test wells that were found around the wells. Amy had called Byard Kennett; the consensus is that they were put in when there was a spill at the State Garage when it was located on the Kanc. Amy stated that Byard, who was a commissioner at the time, believes this to be true and DES also felt that this could be the case but they are not being actively tested and haven't been for a long while. Byard remembers them being installed in the late '80's early 90's.

Commissioner Digregorio mentioned that he spoke with one of the Albany Selectman and they did not know anything about the chemicals that the farmers are using (on the fields behind the ranger station on the Kanc.) and would like us to send a formal letter to the Albany Selectmen asking them to look into the chemicals that are being used. The Selectmen will officially ask the farmers and then tell us. Commissioner Digregorio went on to say that we can then send that information to DES who can tell us if there is anything to be concerned about.

BOOKKEEPER'S BUSINESS

Mrs. Snow had two items to be signed by the Commissioners. One was to the Bank of America asking that Roy be taken off as the authorized person and making her the authorized person for the credit card. Commissioner Bamsey asked what this card is used for. Amy explained that it is mostly used when doing on-line ordering other than Staples or Lowes because we have cards for those two vendors, things like classes, and USA Bluebook etc. Amy has a card in her name so she can purchase stamps at the post office and items at other places, and one is in Roy's name. She will be able to order cards for Steve A. and Bruno and cancel cards etc. on-line once this letter and the minutes are sent to BOA. **Commissioner Bamsey made a motion to remove Roy Knight and add Amy Snow as the authorized person for the on-line account; Commissioner Bucu seconded the motion. Motion passed 3-0-0.**

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

Amy presented the commissioners with a letter to the Trustees of the Trust Funds for signature. This letter is to make the deposits to the Trust Funds from the warrants of the Annual Meeting. She confirmed there is enough cash in each fund to do this. She explained that the TD bank interest is better than what we get having it sit in the Northway accounts. **Commissioner Bamsey made a motion to request the following funds be deposited to the following Trust Funds from the enclosed check of \$370,722.00 as per our 2020 Annual Meeting see the attached letter for all the funds. Commissioner Buco seconded the motion.** Commissioner Buco asked about the total. Amy explained that \$202,555 of it is the State Aid Grant. Commissioner Bamsey stated the total is broken out into eight different funds. Commissioner Buco wanted clarification that they were stated in the Annual Report. Amy said she will be sending the minutes of the Annual Meeting along with the letter. **Motion passed 3-0-0.**

Amy told the Board that we are all set up now for paperless billing. Her hope is that enough people will sign up to actually save us money by not printing the bills and it will save us money on postage and other things related to billing. Amy explained that once a customer is signed up, they will get an e-mail telling them their bill is ready, they will log-in to their account (that they had to set up in EB2Gov), and then they will be able to see and print their bill, they can also then pay on-line but they do not have to; there is no fee to view and print a bill.

#### FIRE CHIEF'S BUSINESS

The chief said the department is as busy as if there is no pandemic, they already did 44 calls in July and at least one was a COVID call, there are about 9 cases in Conway but the hospital numbers state wide are low, about 22, and is steadily decreasing. Commissioner Bamsey asked if there are daily check-ins if someone tests positive, the chief said there is. He said that people are not quarantining when told to. He said six of the nine cases are people who were brought in from away to help run a North Conway hotel.

The chief said that they are working out how to get back into doing routine inspections, now they are only doing are ones that can't wait.

Discussion ensued around quarantine and dealing with people.

The chief will be on vacation starting tomorrow afternoon for the next two weeks.

Amy told the board that there is an interview on Monday for the one qualified candidate that applied so far. There have been 15 or 16 applicants and he is the only with the qualifications we are looking for.

Discussion ensued around the ads and what to do after this.

#### ADMINISTRATIVE BUSINESS

**Commissioner Bamsey made a motion to ratify A & B and the additional Monthly Payroll; motion was seconded by Commissioner Buco.**

- a. Ratify and sign checks for the Weekly Payroll Manifest for week ending 7/5/2020
- b. Ratify A/P Manifest dated 7/8/2020 and sign checks date 7/10/2020

Amy stated that the additional Monthly Payroll is for the last two days of June, we neglected to include them when we did the original Monthly payroll. We gave them the First Responder stipend for four full weeks but still owed them for the last two days.

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Commissioner Buco put on the record that the Eversource bill is \$5,000 and the First National Bank credit card (for the fire department) is \$1,165, and the Retirement system bill is \$14,000 – water and sewer were \$779 each and Emergency Services is \$8,500 and the rest is the employee contributions. **Motion passed 3-0-0.**

**Commissioner Bamsey made a motion to approve and sign the Supervisors' timesheets for the week ending 7/5/2020, motion seconded by Mr. Buco. Motion passed 3-0-0.**

**Commissioner Bamsey made the motion to approve the meeting minutes dated 7/2/2020; motion seconded by Commissioner Buco; Motion passed 3-0-0.**

Commissioner Bamsey recognized Commissioner Mike Digregorio for all the work getting the American Flags up by the 4<sup>th</sup> of July. Amy told the board that she received a call from Sheryl Carrier who was thrilled that flags had been put up and that everyone in town she spoke to is thrilled.

Commissioner Bamsey relayed that he was glad to see that the garden club put little flags in the medians.

Commissioner Bamsey questioned what we actually contracted RWN to do. He said he sees many things growing in the beds by the road that should not be there. Amy will look at the contract and contact Bob.

Commissioner Bamsey also spoke about the benches in park and that they are covered in lichens and need to be power washed. Commissioner Digregorio also noticed that there are dead spots in the grass, the chief explained that RWN had the crabgrass sprayed which kills the grass. Amy will speak with Bob about that as well. Commissioner Bamsey also noticed that the flagpole in the park is obscured by the maple tree.

Amy spoke to the realtor about the parking and told him he can come to a commissioners meeting to talk about and he said, "Okay and thank you."

Amy will make some calls to get quotes for seal coating the park parking lot and look for a layout of the parking spaces.

Commissioner Digregorio left the meeting at 5:50 p.m.

The next commissioner's meeting will be on July 2, 2020

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

Respectfully Submitted,  
Amy Snow, Municipal Bookkeeper

**Amendment to these minutes per 6/16/2020 Commissioners meeting – the person calling about the flags was Gail Carrier not Sheryl Carrier.**