

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONERS MEETING
Thursday, August 13, 2020, 5:00 p.m.**

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

Commissioners present: Steve Bamsey, Michael Digregorio, Tom Buco.

Others present: Amy Snow- Municipal Bookkeeper, Chief Solomon, Steve Anderson Superintendent, Adam LePrevost via Zoom.

Absent:

Public: None

FIRE CHIEF'S BUSINESS

Chief Solomon reported he had a meeting with the manager of Brewster Ambulance (formerly known as Care Plus) this morning. Chief explained he sent them a bill for \$500.00 for a paramedic intercept they assisted with last week, and they wanted to discuss the topic of mutual aid. Discussion ensued around the details of the call.

Brewster Ambulance was not aware that the previous ambulance company (Care Plus) did not have a relationship with CVFD. Chief Solomon outlined some of the challenges he had with Care Plus regarding equipment and staffing levels, and that some of the same people that worked for Care Plus that were apart of the problem now work for Brewster.

Mr. Digregorio mentioned that he has gotten positive feedback from someone at the hospital about CVFD's professionalism and their knowledge about their patients and how they are handled at the hospital vs. other ambulance companies.

Mr. Bamsey asked what the benefit of a mutual aid contract with Brewster would be to CVFD. Chief Solomon explained that on the days when they have three calls simultaneously, or when he can't get people for the second ambulance, it would be beneficial because currently, Center Conway is being toned to help, and they are short- staffed. A brief discussion ensued around the relationship in the past with Care Plus.

Chief Solomon has been working with school nurses and the hospital around the N95 masks. Chief is also working on getting reusable masks that have a filter that can be changed out for the fire station with grant money.

Commissioner Bamsey gave Mr. Anderson an email on obtaining free masks. Mr. Anderson will follow-up on the offer. Chief Solomon warned against K-N95 masks that they may not be any good.

SUPERINTENDENT'S BUSINESS

Mr. Anderson questioned commissioners what amount they wanted to take out of the trust fund for the Pooles Circle project. Mrs. Snow clarified if she should request \$17,000, \$18,558.00 or \$22,032.00. She explained she does not want to take out the additional \$6,000 of the Trust Fund because it cannot be put back in until the annual meeting. It is still unclear if Cranmore Shores will pay the additional cost billed to fix the road.

Mr. Digregorio explained we asked permission to cross their land, dig up the road, and agreed to put the road back with appropriate road gravel materials. He feels when the material was found buried in the road, we should have made the association aware of the situation. Mrs. Snow pointed out that the president was confused about what road was recently fixed in the Cranmore Shores. The association president permitted CVFD to go ahead with the project with the stipulation CVFD would put the road back the way we found it. It was Mountain View

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

that had the recent road work, not Pooles Circle. The bottom line when the debris was found buried in the road, the association was not made aware of the extra cost involved in putting the road back.

Mr. Bamsey does not like the idea of putting the additional cost on CVFD taxpayers. Still, he feels this is a lesson and stated future projects will be handled differently if the project escalates beyond the original scope. After an engaging discussion, it was agreed to request the full amount of \$28,058.43 the trust fund (Mrs. Snow will double-check the math when she returns to the office). Mrs. Snow will have a letter requesting the funds from the Trust Fund to be signed next week.

Mrs. Snow will email the association that they will not be responsible for the additional cost and inform them that for future projects there will be a better communication system for project cost and who will be responsible for these costs. Mrs. Snow will also add a reminder for the easement.

Mr. Anderson updated commissioners he did get a response from Paul Susca regarding pesticides used on a farm in the CVFD wellhead protection area (see attached). The letter satisfied the commissioner's concerns and questions regarding the use of pesticides.

BOOKKEEPER'S BUSINESS

Mrs. Snow updated commissioners that there would be no cost to update the domestic partner clause to include both same-sex and opposite-sex coverage on CVFD's health insurance. Peter Chapel suggested waiting until January to update it; otherwise, we would have to offer open enrollment, even though we do not currently have anyone in either situation.

Mrs. Snow received news today from Beth Malcom of DES that the Governor has put a stop on all grant payments until the stimulus is figured out on the fed side; therefore, we will not be getting the July payment of \$120,000 plus State Aid Grant money. We may not get a check in February, either. Mrs. Snow has a call in to Johana McKenna to ask her about the Sigi (System Inter-connection and Groundwater Investigation) money for \$57,000. We should get it eventually. Discussion ensued around CVFD has already paid its loans for this year, and the sewer debt expendable trust fund has money in it if needed at the end of the year to pay the monthly bills.

It is not clear why the grant payments were interrupted. It could be because the State needs to cover their expenses or because the revenues are not coming into the State. Next year could be worse, and it could be 2022 before we get any grant money.

It was agreed Mrs. Snow would contact the Commissioner of DES to get official confirmation before she reaches to Tim Fortier at NH Municipal Association to make him aware of the situation with grant money.

ADMINISTRATIVE BUSINESS

- a.
- b. Ratify Payroll Manifest and sign checks for the week ending 8/9/2020
- c. Ratify A/P Manifest dated 8/12/2020 and sign checks dated 8/14/2020
- d. Approval of Supervisor's timesheets dated 8/9/2020
- e. Approval of meeting minutes dated 8/6/2020

Mr. Bamsey made a motion to approve items A&B, motion seconded by Mr. Buco;

Discussion:

Quick Med Claims- Monthly bill.

Refund checks:

Teamcare- \$393.85 the wrong ins. Company partially paid the ambulance bill.

Charles Selmi- \$526.66 overpayment on ambulance bill.

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

Eitan Group- \$1,378.00 four replacement IV pumps due to an FDA recall.

Wescor Associates-\$2,445.00 spare parts for the intermediate pump station. Money to come from the capital outlay account.

Motion passed 3-0-0.

Mr. Bamsey made a motion to approve and sign the Superintendent's and Fire Chiefs' timesheets for the week ending, 8/9/2020 motion seconded by Mr. Digregorio; Motion passed 3-0-0.

Mr. Bamsey made the motion to approve the meeting minutes, 8/6/2020 motion seconded by Mr. Digregorio with the following amendments:

Under Commissioners present: *Remove "Via Zoom" before Superintendent Anderson.*

Pg.- 2 under Bookkeepers Business modify the second paragraph beginning of the second sentence to read, "The Owners Representative needs to be updated with DES; currently, it states Gregg Quint."

Pg.- 2 second paragraph third sentence modify it to "Mr. Bamsey is the owner of the water system."

Under Administrative Business, modify the first motion to read, "Mr. Digregorio made a motion to approve items A-C, motion seconded by Mr. Buco;"

Motion passed 3-0-0.

Mr. Bamsey asked if a motion should be made to hire Adam LePrevost. Mr. Digregorio requested that Adam be included in all communications that go to Commissioners.

His driver's record and background check came back already. He will do the drug test when he starts.

Discussion ensued around comp time, the package that was presented, and if a contract was needed. Mrs. Snow stated comp time is illegal for salaried employees.

Mr. Bamsey made a motion to hire Adam LePrevost as Superintendent of the Conway Village Water and Sewer departments pending results of the drug test with an official start date of September 8, 2020, motion seconded by Mr. Digregorio; Motion passed 3-0-0.

Mr. Bamsey suggested that Mr. Anderson and Adam look at the Superintendent's duties and figure out how to approach training. Adam said he has already started looking at water and wastewater. Mr. Anderson will bring Adam up to speed on the Intermunicipal Agreement talks with North Conway Water Precinct.

The candidates that applied for the job have been sent a letter thanking them for applying.

Mrs. Snow thanked commissioner Digregorio for fixing our internet on Monday, even though this is not his area that he covers. It was much appreciated.

Meeting ended with a conversation on flex time for Adam and that the law does not allow overtime or comp time for salaried positions.

The next commissioner's meeting will be on 8/20/2020

There being no other business to come before the board, the meeting adjourned without objection at 6:22 p.m.

Respectfully Submitted,
Stacy Bolduc

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