

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONERS MEETING  
Thursday, September 17, 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, Superintendent Adam LePrevost

Absent:

Public: None

FIRE CHIEF'S BUSINESS

Chief Solomon reported throughout the week; they transported one definite COVID patient and two probable patients; other than that, he did not have a lot to report. There was a brief discussion around New Hampshire's COVID numbers are skewed because people get tested in NH, but if they are not from New Hampshire and test positive, the positive test counts toward the state they live in.

Fire pits and permits were also discussed.

SUPERINTENDENT'S BUSINESS

Adam reported he followed up with Pope Security, and they will be here in two weeks to do some security maintenance, and he verified the price on the panic buttons.

The Main Street project was discussed next. Adam described areas on Main Street where it would be beneficial to put sewer cleanouts in because the sewer and water lines are in the same trench. The time to do this is while the trench is open to lay the water lines. Adam did talk to the engineer, and he confirmed there was merit in what he is suggesting. There are five to six areas that could be considered, and they are all sewer laterals off the road on the CVFD side.

Currently, if there is a clog on CVFD's side, White Mountain Sewer has to be called to resolve the clog because they have a camera and snake that can reach. Discussion ensued around the expense of purchasing a camera and if a change order would be needed for the proposed cleanouts, and the location of sewer laterals.

Concerns of the Board:

- The proposed cleanouts might create a change order and possibly cause a delay in the project.

Mr. Bamsey suggested having a conversation with the contractor when the contract has been awarded to see what they have to say about the proposed addition.

Other points discussed:

- It would be another five years before the cleanouts could be added.
- There will be a cost associated with the proposal.
- Keeping better records where lines are located.
- Having it camered to get an idea of the depth of the lines.
- Adam will reach out to North Conway Water Precinct to see if we can use their camera to get an idea of the line's depth and to Paul D. because the town owns the sidewalks where the lines in question are.
- Options to consider for a bigger pipe to support fire suppression for 121 Main St. (the Baptist Church) was discussed and if it would be a change order. Mr. Bamsey asked Adam to reach out to the realtor to see if the owner would be interested in upgrading the pipe at their expense to make the property more attractive to sell.

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

Adam reported drawdowns would be done at the wells to keep an eye on water levels.

### BOOKKEEPER'S BUSINESS

Amy presented a letter to expend money from the Sewer Debt Expendable Trust Fund.

**Mr. Bamsey made a motion to release of funds from the Conway Village Fire District Sewer Debt Expendable Trust Fund #7044 for \$15,000, motion seconded by Mr. Bucu; Motion passed 3-0-0.**

Mr. Bamsey signed a form for the Main Street project stating all permits have been acquired.

Amy reported that next Tuesday at 4:00 p.m., the Conway Selectmen are meeting to vote to approve the construction bid for just over three million dollars. They are requesting that a board member from CVFD be present to ensure that we have the funds to pay for our portion of the project.

With the aid of a handout, Amy reviewed the projected project cost and how much money has been spent so far (see attached). She has applied for an increase in grant money of \$35,000. The application should go before Governor and Council in October for approval. Discussion ensued.

**Mr. Bamsey made a motion to accept any additional grant funding from the Drinking Water and Groundwater Trust Fund to help pay for the water main replacement on Main Street, motion seconded by Mr. Digregorio.**

**Discussion:**

Mr. Bucu wanted to review the language to accept the grant that was emailed to commissioners.

**Motion passed 3-0-0.**

The selectman meeting next Tuesday will be held at the Marshall Gymnasium. Mr. Bamsey and Mr. Bucu will attend the meeting.

RWN was discussed next.

Amy stated a subcontractor on behalf of RWN applied a thick application to the Park without getting approval from RWN. Therefore, RWN did not have an opportunity to get permission from the board first if they wanted the application. The office did not catch the error before the bill was paid. The reason for the application was the grass needed the application due to the drought. Mr. Digregorio commented the Park is heavily irrigated and does not support paying the extra bill. Mr. Bamsey agreed. It was decided not to pay the additional bill outside of the contract. It was also discussed doing due diligence and putting next year's Park maintenance out to bid.

### ADMINISTRATIVE BUSINESS

- a. Ratify 2 Weekly Payrolls Manifest for week ending 9/6/2020
- b. Ratify and sign checks for Payroll Manifest for week ending 9/13/2020
- c. Ratify A/P Manifest dated 9/09/2020 and sign checks date 9/11/2020
- d. Ratify A/P Manifest dated 9/16/2020 and sign checks dated 9/18/2020
- e. Approval of Fire Chief's timesheet for week ending 9/13/2020
- f. Approval of Meeting Minutes dated 9/10/2020

**Mr. Bamsey made a motion to approve items A-D, motion seconded by Mr. Digregorio;**  
Mr. Bucu commented on the following:

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

**A/P dated 9/9/18:**

Grant expenditure for 100 surgical masks-\$53.98

**A/P dated 9/16/2020:**

AAA Pump Service \$2,520.18- Banfill pump station repair.

Albany Service Center \$1,311.93- The ambulance needed six tires.

More bills to come because of State Inspections.

Granite State Analytical \$970.00- water testing and additional testing that is done yearly.

North Conway Chiropractic Center- Adam's drug test.

Quick Med Claims \$1,735.25- Ambulance billing. Revenue is down a little. Chief and Amy stated Quick Med is doing a better job than Comstar at collecting payments.

**Motion passed 3-0-0.**

**Mr. Bamsey made a motion to approve and sign the Fire Chiefs' timesheets for the week ending, 9/13/2020 motion seconded by Mr. Digregorio; Motion passed 3-0-0.**

**Mr. Bamsey made the motion to approve the meeting minutes, 9/10/2020 motion seconded by Mr. Buco;**

**Discussion:**

Mr. Bamsey stated there were a couple of typos to be corrected:

Page 2, under Administrative Business change, "A-C" to "A-B" until next week because commissioners did not get the manifest for payroll or A/P.

**Motion passed 3-0-0.**

Mr. Bamsey commented it is that time of year to start thinking about next year's budget. There was a brief discussion around GIS mapping program for mapping out the water and sewer system. Adam explained there would be a lot of costs associated with it. Mr. Bamsey suggested a presentation on it.

Amy suggested that if the Park is going out to bid, a package should be put together.

The next commissioner's meeting will be on 9/24/2020.

There being no other business to come before the board, the meeting adjourned without objection at 6:20 p.m.

Respectfully Submitted,  
Stacy Bolduc