

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONERS MEETING
Thursday, September 24, 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: Chief Solomon, Superintendent Adam LePrevost

Absent: Amy Snow- Municipal Bookkeeper

Public: None

FIRE CHIEF'S BUSINESS

Chief Solomon reported this past week had been the busiest September on record. The majority of the calls are EMS calls.

Chief presented write-offs next. There was a brief discussion around Humana insurance.

Mr. Bamsey made a motion to write-off \$1,818.16 as recommended by the Fire Chief, motion seconded by Mr. Digregorio; Motion passed 3-0-0.

SUPERINTENDENT'S BUSINESS

Adam informed commissioners that he has to address a concern regarding an employee at the office, that has traveled outside the New England area. There will be another employee going to Florida in October to deal with a family matter.

He has reviewed the State guidelines regarding COVID if an employee has to travel outside the New England area. Chief Solomon and Adam proposed that he will reach out to the employee, and will be given a choice to work from home, or upon returning to work, there will be screening questions to answer each day, and they will be required to wear a mask and practice social distancing .

Mr. Digregorio suggested plexiglass between the two people in the office to help section off the office. A fan will also be installed in the window blowing the air out to help improve airflow. Additional steps include the employee who will be quarantining will use the downstairs bathroom and exit out the back. A combination of working from home and coming into the office was also discussed because she has access to her computer from home.

The employee traveling in October will also quarantine by staying at the treatment plant and will not come into the office for two weeks.

Adam wrapped up his update to commissioners informing commissioners they have been flushing the hydrants this week at night and described the process of directional flushing. He was able to show commissioners some of the debris that came out of the hydrants. Mr. Digregorio commented that there is no differential shift pay if someone is asked to come in at night outside of their regular work hours to work. Discussion ensued around flushing at night has been a success because there have been no water or operating complaints and no traffic which was safer for the employees. Mr. Digregorio asked Adam to look into shift differential pay when he is doing his budget for next year to see what it would like.

A sensor set off the fire alarm today. Adam has been in touch with Pope Security, and he is waiting to hear back from them to schedule security/alarm maintenance.

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

Adam spoke with the realtor for the Baptist Church at 121 Main St. and he is not receptive to the idea of upgrading the pipe for fire suppression to make the property more attractive to sell. It was suggested to pull the tax card to see who the owner is and talk directly to the owner. Adam will give the realtor until Wednesday to respond.

ADMINISTRATIVE BUSINESS

- a. Ratify and sign checks for Payroll Manifest for the week ending 9/20/2020
- b. Ratify A/P Manifest dated 9/23/2020 and sign checks date 9/25/2020
- c. Approval of Fire Chief's timesheets for the week ending 9/20/2020
- d. Approval of Meeting Minutes dated 9/17/2020

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

Discussion:

Otis Quint & Sons Inc- \$290.00 was for pumping 750 gals of sewer from the sewer overflow basin at Robert Morrill Dr. Adam will inquire about the \$100.00 disposal fee.

Bound Tree Grant exp- \$159.95 was for gowns.

Motion Passed 3-0-0.

Mr. Bamsey made a motion to approve and sign the Fire Chiefs' timesheets for the week ending, 9/20/2020 motion seconded by Mr. Digregorio; Motion passed 3-0-0.

Mr. Bamsey made the motion to approve the meeting minutes, 9/17/20 motion seconded by Mr.

Digregorio with the following typo corrections: On pg. 2 under Bookkeeper Business, change the word "form" to "from" in the first motion, first sentence fifth word from the end.

Under Administrative Business, add "Motion passed 3-0-0" at the end of the first motion to approve items A-D.

Motion passed 3-0-0.

Mr. Bamsey informed board members he attended the Selectman's meeting Tuesday with Mr. Bucu, and the Main Street Project has been officially awarded to Coleman's. Paul D will meet soon with Adam to discuss the project.

The auditor will be attending the meeting next week via Zoom to discuss the audit.

The next commissioner's meeting will be on 10/1/2020

There being no other business to come before the board, the meeting adjourned without objection at 5:57 p.m.

Respectfully Submitted,
Stacy Bolduc