

CONWAY VILLAGE FIRE DISTRICT
COMMISSIONERS MEETING
Thursday November 12, 2020, 5:00 p.m.

The meeting was called to order at 5:02 p.m.

Commissioners present: Steve Bamsey, Michael Digregorio, Tom Buco
Others present: Chief Solomon, Superintendent Adam LePrevost, Amy Snow
Absent:
Public:

FIRE CHIEF'S BUSINESS

Chief Solomon presented the first draft of his budget for Commissioners to review. He asked if they need any additional information on any of the line items to let him know. A brief discussion ensued around the total value of non-precinct land valuation decreased by 8%, reducing the non-precinct contract by \$15,000 next year. The budget will be on the agenda next week.

SUPERINTENDENT'S BUSINESS

Adam reported he is getting caught up from being on vacation last week and does not have anything new to report at this time.

Mr. Bamsey asked Adam to report next week on how his orientation is going. He would like Adam to update Commissioners on what areas of the business he is solid on and what areas he is still working on.

BOOKKEEPER'S BUSINESS

Amy reported on the references she got for the bids submitted to seal and stripe the parking lot for the Administration Building. Amy stated Ed from Spot on Lots has been the most responsive.

After a brief discussion, it was decided Amy will contact Ed from Spots on Lots to see if he will provide a letter stating he will honor the price of \$2,750.00 next year.

It was discussed budgeting the money to come out of the Commissioners budget instead of the water and sewer budget.

Flags were discussed next.

After an engaging discussion around the conditions of the existing poles, Chief Solomon suggested buying twenty new setups and using anything salvageable as a backup. The total cost for the twenty setups is \$1,328.00.

ADMINISTRATIVE BUSINESS

- a. Ratify and sign checks for Payroll Manifest for the week ending 11/8/2020
- b. Ratify A/P Manifest dated 11/10/2020 and sign checks dated 11/13/2020
- c. Approval of Fire Chief's timesheet for the week ending 11/8/2020
- d. Approval of Meeting Minutes dated 11/5/2020

Mr. Bamsey made a motion to approve items A-B, to include Weekly payroll and A/P Manifest motion seconded by Mr. Buco;

Discussion:

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

Lowes- \$215.35 the building maintenance portion was to fix a leaking faucet in the kitchen at the Fire Station.

White Mountain Oil- \$46.98 fuel for the generator.

White Mountain Oil- \$290.00 for the budget payment for the Admin. Building.

Water Specialties- Backflow parts

Albany Service- There was a \$50.00 credit because a bill was paid twice.

Hiltons Heavy Equipment- \$1,004.30 work was done on Bruno's truck.

Municipal Association- \$574.00 2021 member dues.

Motion Passed 3-0-0.

Mr. Bamsey made a motion to approve and sign the Fire Chiefs' timesheet for the week ending, 11/8/2020 motion seconded by Mr. Buco; Motion passed 3-0-0.

Mr. Bamsey made the motion to approve the meeting minutes, 11/5/2020 motion seconded by Mr. Buco; Motion passed 3-0-0.

The next commissioner's meeting will be on 11/19/2020

There being no other business to come before the board, the meeting adjourned without objection at 5:26 p.m.

Respectfully Submitted,
Stacy Bolduc

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

2021 Budget Narrative
Conway Fire

11/12/2020
winnes

11/12/2019

Line Item	2020 Budget	2020 EOY Expected	2021 Request	Discussion
Salaries- Full Time	\$ 357,000.00	\$ 345,000.00	\$ 357,000.00	1.3% COLA. Some money in there for merit increases
Salaries- Part Time	\$ 130,000.00	\$ 115,000.00	\$ 125,000.00	1.3% COLA. Some added for call staff step increases based on training.
Overtime	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
Health Insurance	\$ 147,250.00	\$ 125,000.00	\$ 156,000.00	Another 6.4% increase this year. Plus 1 family plan for whole year that was part of 2020
FICA	\$ 8,060.00	\$ 8,150.00	\$ 7,750.00	Mathematical function of salaries-part time. Was high in 2020 due to COVID stipends
Medicare	\$ 7,650.00	\$ 7,715.00	\$ 7,500.00	Mathematical function of payroll. Was high in 2020 due to COVID stipends
NH Retirement	\$ 116,250.00	\$ 115,850.00	\$ 123,000.00	2.9% rate increase starting July 1st
Workers Comp	\$ 38,383.00	\$ 38,382.00	\$ 38,383.00	
Audit and Accounting	\$ 5,200.00	\$ 4,675.00	\$ 5,200.00	
Legal/ Professional	\$ 1,000.00	\$ -	\$ 1,000.00	
Medical Expenses	\$ 2,000.00	\$ 614.00	\$ 2,000.00	Need this to send people to class
Ambulance Billing	\$ 20,650.00	\$ 19,500.00	\$ 20,000.00	

2021 Budget Narrative
 Conway Fire

11/12/2019

Line Item	2019 Budget	2019 EOY Est.	2020 Request	Discussion
Telephone	\$ 3,000.00	\$ 3,000.00	\$ 3,250.00	Consolidated price went up a little
Electricity	\$ 9,000.00	\$ 8,000.00	\$ 8,000.00	Changed out lights to LED
Heat	\$ 7,000.00	\$ 4,500.00	\$ 5,000.00	Using less gas with new boilers. Have a great price at the moment
Building Maintenance	\$ 10,000.00	\$ 7,000.00	\$ 5,000.00	LED project completed
Property/ Liability	\$ 21,365.00	\$ 21,365.00	\$ 22,000.00	Rate went up... again
Training	\$ 16,000.00	\$ 16,000.00	\$ 8,500.00	No medic candidates for this budget
Office Expense	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
Equipment Maint	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	
Radio Maint	\$ 4,000.00	\$ 2,005.00	\$ 4,000.00	
Fire/Rescue Supply	\$ 300.00	\$ 1,035.00	\$ 500.00	
Medical Supplies	\$ 20,000.00	\$ 16,000.00	\$ 20,000.00	
Vehicle Fuel	\$ 9,000.00	\$ 8,000.00	\$ 9,000.00	
Vehicle Maint	\$ 15,000.00	\$ 13,000.00	\$ 15,000.00	
Uniforms	\$ 3,500.00	\$ 4,000.00	\$ 4,000.00	
Equipment Purchase	\$ 20,000.00	\$ 16,000.00	\$ 20,000.00	Will provide additional detail
Quint L/P	\$ 112,000.00	\$ 112,009.00	\$ 112,009.00	

2021 Budget Narrative
Conway Fire

11/12/2019

Line Item 2019 Budget 2019 EOY Est. 2020 Request Discussion

Total \$ 1,143,608.00 \$ 1,071,800.00 \$ 1,139,092.00

Revenue

Line Item	2020 Projected	2020 Revised Est.	2021 Projected	Discussion
Albany Contract	\$ 127,000.00	\$ 127,000.00	\$ 132,000.00	
Grafton/Waterville	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	
Amb Billing	\$ 275,000.00	\$ 255,000.00	\$ 255,000.00	
Amb Collections	\$ 2,000.00	\$ 2,300.00	\$ 2,000.00	
Amb Details	\$ 3,000.00	\$ 2,285.00	\$ 2,500.00	
Conway Amb	\$ 124,109.00	\$ 124,109.00	\$ 127,663.00	
Hales Location	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	
Fire Prevention	\$ 500.00	\$ 350.00	\$ 500.00	
Miscellaneous	\$ 250.00	\$ 200.00	\$ 250.00	
Non-Precinct Fire	\$ 209,440.00	\$ 209,440.00	\$ 194,468.00	Reduction in value of non precinct land
Sale of Property	\$ 500.00	\$ 1,651.00	\$ 1.00	
Totals	\$ 777,799.00	\$ 758,335.00	\$ 750,382.00	

Net Impact	\$ 365,809.00		\$ 388,710.00
Assessed Value	\$ 239,917,053.00	+/-	\$ 22,901.00
Projected Tax	\$ 1.52		\$ 255,433,244.00
Impact			\$ 1.52