

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONERS MEETING
Thursday, October 29, 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, Amy Snow
Absent:
Public:

SUPERINTENDENT'S BUSINESS

Adam reported he is working on budgets. He handed out the employees' salaries to commissioners to be discussed later in nonpublic.

FIRE CHIEF'S BUSINESS

Chief Solomon opened with write-offs and collections.

Mr. Digregorio made a motion to write-off \$813.00 as presented by Chief Solomon, motion seconded by Mr. Buco;

There was a brief discussion around the billing company's contact process and the age of some of the collections.

Motion passed- 3-0-0.

Chief reported that maintenance has been performed on Engine Two by Lakes Region Fire Apparatus in Tamworth and will need to go back because there was a problem with the air system. There will be a bill for valve work and work done on the pump. The tank truck also had routine maintenance done. Engine Two is 20 years old. Chief Solomon also reported he is waiting for Desorcie's to come bank and retest the ladder truck. Discussion ensued around Hales Estates, updating their hydrant system to get a better ISO rating and how ISO ratings impact homeowner insurance.

Chief reported that he is starting a new training initiative. COVID has prevented the department from getting quality training so, the Chief has signed the department up for a training service that will provide online training for both the Fire and EMS side. There will also be practical evolutions to do in small groups or one on one. This training will allow the employees to get their required training hours. The bill for this service will be in next weeks A/P.

Mr. Digregorio suggested looking at the material to ensure the content is accurate.

Chief also reported the lights in the bay at the fire station have been updated to energy efficient LED lights that will save money. It will cost an additional \$2,350.00 to change the rest of the lights. The board supports changing them out. Discussion ensued around the savings the lights have generated and the details around some of the quotes for buying a new ambulance. The cost is exorbitant, and it is a challenge to get what the Chief wants for specs.

BOOKKEEPER'S BUSINESS

Amy reviewed the commissioner's budget. She then reported she spoke with Derek at Gorham Flags in Gorham, Maine, and he suggested a 6' two-piece pole that screws together. The whole top of the pole spins, so the flag does not get wrapped up on the pole. Aluminum vs. brass brackets and the angle of the pole were also

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

discussed. Amy will request a sample of the aluminum and steel brackets at a 45° angle. Mr. Digregorio asked to see the whole set-up to see what it looks like and make sure it is what they want.

The quote is the following:

- \$664.00- 10 aluminum brackets, flags, and poles
- \$607.00 – 10 steel brackets, flags, and poles.
- \$796.00 – 12 aluminum brackets, flags, and poles.
- \$728.00 – 12 steel brackets, flags, and poles.

The flags will be on the agenda next week.

The abatement policy was discussed next.

Mr. Buco commented on the draft of the Addendum 3 Abatement Policy Other than Sewer Usage abatement, in the first sentence, change “*document*” to “*documented*.”

Mr. Buco made a motion to accept the Abatement Policy Other Than Sewer Usage Abatements, motion seconded by Mr. Digregorio; Motion passed 3-0-0.

There was a brief discussion on not having the parking lot next to the park sealed and striped this year because the construction trailer for the Main St. project will be parked in the parking lot in the corner. It was decided to look at the Administration Building quote for the parking lot next week for next year’s budget for water and sewer.

The quotes for the Pequawket Park maintenance was reviewed next.

After some discussion, it was decided to accept the RWN proposal.

Mr. Buco made a motion to accept the RFP from RWN, motion seconded by Mr. Digregorio; Motion passed 3-0-0.

Mr. Bamsey signed the proposal, and there was a brief discussion around some saplings (locust) growing in the flower bed in the front that will need to be addressed.

Amy will send the lot sealing quotes for the admin building to commissioners to review.

ADMINISTRATIVE BUSINESS

- a. Ratify and sign checks for Payroll Manifest for week the ending 10/25/2020
- b. Ratify A/P Manifest dated 10/28/2020 and sign checks dated 10/30/2020
- c. Approval of Fire Chief’s timesheet for the week ending 10/25/2020
- d. Approval of Meeting Minutes dated 10/22/2020

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

Mr. Buco commented on the following invoices for the record:

Computer Port- Two invoices totaling \$1,630.00

Invoice 16094 Dated 10/23/2020, is for a 10-hour service block.

Invoice 16093 Dated 10/23/2020, is for Carbonite office Power 500 cloud backup plan.

Fire Tech & Safety of New England- \$150.00 for a Scott battery board.

Health Trust Health Trust- \$28,519.20 monthly health insurance bill (prepaid expense for November)

North Conway Water Precinct- \$35,384.53 is the quarter three sewer bill. Mr. Buco commented that this bill is lower than Qtr. 1’s bill for \$59,000 and Qtr. 2’s bill was for 78,000.

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

Underwood Engineer- \$12,337.49. Amy explained that \$3,660.00 of the bill was a bill from last year that we just received for the final design for the Main St. Project.

Motion Passed 3-0-0.

Mr. Bamsey made a motion to approve and sign the Fire Chiefs' timesheet for the week ending, 10/25/2020 motion seconded by Mr. Digregorio; Motion passed 3-0-0.

Mr. Bamsey made the motion to approve the meeting minutes, 10/22/2020 motion seconded by Mr. Buco;

There was a brief discussion around the numbers for the ambulance being off. Amy explained the numbers had been updated to reflect the correct numbers.

Motion passed 3-0-0.

Mr. Digregorio made a motion to enter into non-public under RSA 91-A:3II(a), motion seconded by Mr. Buco. Roll-call vote- Mr. Buco-yes, Mr. Digregorio-yes, Mr. Bamsey- yes.

Commissioners entered nonpublic at 5:57 p.m.

The Board reconvened the public session at 6:50 p.m.

The next commissioner's meeting will be on 11/5/2020

There being no other business to come before the board, the meeting adjourned without objection at 7:00 p.m.

Respectfully Submitted,
Stacy Bolduc

Amy Snow

From: Derek Auclair <daclair@gorhamflag.com>
Sent: Tuesday, October 27, 2020 9:41 AM
To: Amy Snow
Subject: Brackets
Attachments: Brackets.pdf

Hi Amy -

Attached is the catalog page for the brackets and here is the pricing for the poles and flags:

6' Spinning Poles \$24.00ea
 1" diameter
 3'x5' US Flag Nylon \$31.00ea
 2 1/2' x4' US Flag Nylon \$28.60ea

$$\begin{array}{r} \text{Poles } 24 \\ \times 10 \\ \hline 240 \end{array}$$

Top half of Pole rotates
 2 piece screw together

Thanks,

Derek Auclair
 Gorham Flag Center
 376 Main St. Gorham, ME 04038
 (P) 207-839-4675
 (F) 207-839-3952
daclair@gorhamflag.com
www.gorhamflag.com

$$\begin{array}{r} 3 \times 5 \quad 31 \\ \times 10 \\ \hline 310 \end{array}$$

$$\begin{array}{r} \text{Bracket Alum} \\ 11.40 \\ \times 10 \\ \hline 114.00 \end{array}$$

$$\begin{array}{r} \text{Steel} \\ 5.70 \\ \times 10 \\ \hline 57.00 \end{array}$$

Aluminum Bracket

Steel Bracket

$$\begin{array}{r} 240 \\ 310 \\ 114 \\ \hline \$664 \end{array}$$

— Poles —	240
— Flags —	310
— Brack —	57
	<hr/>
	\$607.00

for 10

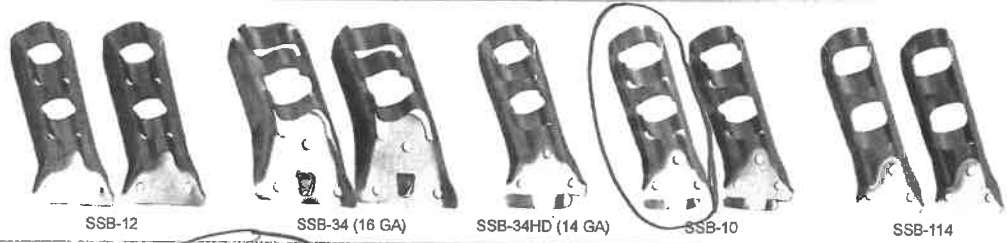
(12) \$796.80

\$728.40

BRACKETS, HOLDERS & ACCESSORIES

STAMPED STEEL BRACKETS

Displays Pole at a 45° Angle



MODEL	FOR POLE DIA.	LBS.	SILVER			GOLD				
			ITEM #	1-71	72-143	144+	ITEM #	1-71	72-143	144+
SSB-12	1/2"	.10	310056	\$2.38	\$1.78	\$1.66	310060	\$3.32	\$2.74	\$2.62
SSB-34	3/4"	.16	310057	2.38	1.78	1.66	310061	3.66	2.98	2.84
SSB-34HD	3/4"	.25	310151	3.80	3.30	3.10	—	—	—	—
SSB-10	1"	.36	310058	5.70	4.60	4.30	310062	7.10	6.00	5.50
SSB-114	1-1/4"	.37	310059	9.00	6.30	5.90	310063	10.50	7.80	7.40

WB ALUMINUM BRACKETS

Displays Pole at a 45° Angle • WB-400 Supplied with Thumb Screw



ITEM #	MODEL	COLOR	FOR POLE DIA.	1-71	72-143	144+	LBS.
310064	WB-100	SILVER	1/2"	\$6.50	\$5.20	\$4.90	.10
310065	WB-200 S	SILVER	3/4"	8.20	6.00	5.70	.15
310136	WB-200 WH	WHITE	3/4"	9.40	7.40	7.20	.15
310066	WB-400	SILVER	15/16" - 1"	11.40	10.10	9.70	.30

WB CAST BRASS BRACKET

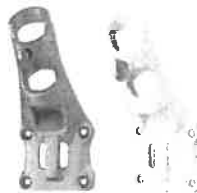
Displays Pole at a 45° Angle • Polished Mirror Finish • Supplied with Set Screw



ITEM #	MODEL	FOR POLE DIA.	1-71	72-143	144+	LBS.
310124	WB-200-CB	3/4"	\$30.00	\$27.00	\$23.50	.50
310067	WB-400-CB	1"	42.00	33.00	32.00	1.1

EWC ALUMINUM BRACKETS

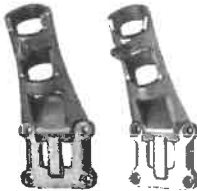
Displays Pole at a 35° Angle • Can Be Mounted with Screws or Stainless Steel Mounting Strap • Supplied with Thumb Screw



ITEM #	MODEL	COLOR	FOR POLE DIA.	1-71	72-143	144+	LBS.
310068	EWC-S	SILVER	1"	\$11.40	\$10.30	\$10.10	.45
310135	EWC-WH	WHITE	1"	13.40	12.40	11.50	.45

EWC STAINLESS STEEL BRACKETS

Displays Pole at a 30° Angle • Can Be Mounted with Screws or Stainless Steel Mounting Strap • Supplied with Thumb Screw



ITEM #	FINISH	FOR POLE DIA.	1-71	72-143	144+	LBS.
310069	STANDARD	1"	\$39.00	\$36.00	\$33.00	1.2
310125	MIRROR	1"	46.00	38.50	36.00	1.2

ALUMINUM ELECTRIC WAY BRACKET

Displays Pole at a 45° Angle • Supplied with Thumb Screw



ITEM #	MODEL	COLOR	FOR POLE DIA.	1-71	72-143	144+	LBS.
310070	EWB	SILVER	1"	\$18.00	\$14.40	\$13.30	.40

CAST BRONZE ELECTRIC WAY BRACKET

Displays Pole at a 45° Angle • With Sand Blasted Finish • Supplied with Set Screw



ITEM #	MODEL	FOR POLE DIA.	1-71	72-143	144+	LBS.
310071	EWB-CB	1"	\$52.00	\$46.00	\$44.00	.40

ADDENDUM 3
TO THE GENERAL DISTRICT RULES AND REGULATIONS

for 10/29/20
minutes

CONWAY VILLAGE FIRE DISTRICT
ABATEMENT POLICY
Other than sewer usage abatement

All abatements will be properly document and presented to the Board of Commissioners at the last meeting of each month.

The Board of Commissioners authorize the Municipal Bookkeeper to grant penalty fee abatements and correct billing errors in an amount of \$20.00 or less.

The following abatements will require approval by the board:

- Penalty fee abatements in an amount more than \$20.00 per service
- Billing errors for invoices that have been mailed to customers in an amount more than \$20.00

For 10/29 minutes

Run Date	Name	Amount Billed	Insurance Paid	Patient Paid	Collections	Write Off	Reason	Resident	Insurance
10/24/2019	David Moody	\$ 1,012.70	\$ 360.86	\$ -	\$ -	\$ 190.00	Humana Plan	Y	Y
4/4/2020	Pamela Bender	\$ 977.00	\$ 241.65	\$ -	\$ -	\$ 290.00	Humana Plan	Y	Y
4/14/2020	Lydon Larabee	\$ 1,026.30	\$ 446.91	\$ -	\$ -	\$ 114.01	Medicare remainder	Y	Y
5/3/2020	Steven Fiore	\$ 1,011.00	\$ -	\$ -	\$ 1,011.00	\$ -	No response	Y	N
5/12/2020	Lydon Larabee	\$ 1,031.40	\$ 458.80	\$ -	\$ -	\$ 114.70	Medicare remainder	Y	Y
5/21/2020	Susan Herrmann	\$ 844.00	\$ -	\$ -	\$ 844.00	\$ -	No response	Y	N
5/21/2020	Cameron Petrie	\$ 1,045.00	\$ -	\$ -	\$ 1,045.00	\$ -	No response	N	N
6/13/2020	Duane Heth	\$ 994.00	\$ -	\$ -	\$ 994.00	\$ -	No response	N	N
6/24/2020	Walter Begley	\$ 1,420.00	\$ -	\$ -	\$ 1,420.00	\$ -	No response	Y	N
7/20/2019	Theresa Thibeault	\$ 1,204.80	\$ -	\$ -	\$ 1,204.80	\$ -	No response	N	Y
10/30/2019	George Pullen	\$ 966.80	\$ 412.25	\$ -	\$ -	\$ 105.16	Medicare remainder	Y	Y

Write off \$ 813.87

Collections \$ 6,518.80