

**CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONERS MEETING  
Thursday, March 18, 2021, 5:00 p.m.  
CONWAY FIRE DEPT. MEETING ROOM with public Via ZOOM**

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

Commissioner's present: Steve Bamsey, Michael Digregorio,  
Others present: Chief Solomon, Superintendent Adam LePrevost, Amy Snow.  
Absent: Tom Bucu.  
Public: Nancy Hildebrand Treasurer

REORGANIZATION

Mr. Bamsey opened the meeting with the reorganization. Elected Officials took the Oath of Office.

**Mr. Digregorio made a motion to elect Mr. Bamsey as Chairman, motion seconded by Mr. Bamsey; Motion passed 2-0-0.**

**Mr. Digregorio made a motion to authorize the Chairman to act on behalf of the District in signing and executing any and all documents in and out of session for approved projects current and in the future, motion seconded by Mr. Bamsey; Motion passed 2-0-0.**

FIRE CHIEF'S BUSINESS

Chief Solomon reported that the ambulance had been ordered, and it should be here by the end of September. The board approved Chief Solomons COLA (cost of living adjustment) raise.

**Mr. Bamsey made a motion to authorize the rate of pay for the Fire Chief for \$35.42 per hour, motion seconded by Mr. Digregorio; Motion passed 2-0-0.**

The final cost of the ambulance was discussed briefly. Chief stated the fleet discount came in \$5,000 short that the manufacturer will absorb.

There was a brief discussion around the vaccination clinic scheduled at the high school.

SUPERINTENDENT'S BUSINESS

Adam reported he tried to order the truck, but the 2021 fleet order ended March 1<sup>st</sup> so, the order may have to wait until July for the next round of fleet vehicles that can be ordered. Discussion ensued around the state bid process and the plow.

Adam reported he is tying up loose ends with the insurance company regarding Steve's accident that took the mirror off the truck.

BOOKKEEPERS BUSINESS

Amy had Mr. Digregorio and Mr. Bamsey sign the MS232 form. She also had Mr. Bamsey sign the letter for the Trust Fund Deposits and the Water Owners Representative naming Bruno the owner's representative as of 3/29/21. Mr. Bamsey also signed the approval for the new Superintendents pay rate.

**Mr. Bamsey made a motion to approve Bruno Valliere's rate of pay for \$69,424. for 3/29/21- 12/31/ 2021, this includes the remainder of the salary plus what he has earned to date, motion seconded by Mr. Digregorio; Motion passed 2-0-0.**

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

Mr. Bamsey signed the disbursement for the I&I study. Amy reported that she spoke with DES regarding the meter replacement program, and it was explained that DES no longer has a meter replacement grant program because the response was so low. However, Amy talked to Benoit Lamontagne at NH Division of Economic Development and he reviewed the Northern Border criteria for funding (see attached). The test bench does not qualify for funding however, the State is getting a large amount to money from the feds and there may be money that we can apply for to get reimbursed for things that have already been purchased towards meter replacement. More information will be available on the Governor's website as it becomes available.

The A/P policy will be tabled until next week when Mr. Buco will be back.

#### PEQUAWKET PARK

Chief Solomon reminded Commissioners last year they discussed getting some signage for the park stating people can park at the park during the Main St. project. He also suggested signage stating no overnight parking allowed. After a brief discussion it was agreed Chief Solomon would order 2-3 no overnight parking signs. A sandwich board will be used to inform the public the park can be used for parking during the Main St. project.

#### ADMINISTRATIVE BUSINESS

##### **Administrative**

- a. Ratify Payroll Manifest for the week ending 3/7/21
- b. Ratify Payroll Manifests and sign paychecks for the week ending 3/14/21
- c. Ratify A/P Manifests dated 3/10/21 and 3/17/21 and sign checks dated 3/19/21
- d. Approval of Fire Chief's timesheets for weeks ending 3/7/21 and 3/14/21
- e. Approval of Meeting Minutes dated 3/4/21

**Mr. Bamsey made a motion to approve items A-C, to include Weekly payroll and Manifest motion seconded by Mr. Digregorio; Motion Passed 2-0-0.**

**Mr. Bamsey made a motion to approve and sign the Fire Chiefs' timesheet for the weeks ending, 3/7/21 and 3/14/21, motion seconded by Mr. Digregorio; Motion passed 2-0-0.**

**Mr. Bamsey made the motion to approve the meeting minutes, 3/4/21 motion seconded by Mr. Digregorio;  
Motion passed 2-0-0.**

The next commissioner's meeting will be on 3/25/21

**Mr. Digregorio made a motion to enter into nonpublic at RSA 91-A3: II (a), motion seconded by Mr. Bamsey; Motion passed by roll call vote- Mr. Digregorio-yes, Mr. Bamsey-yes.**

**Entered nonpublic at 5:35 p.m.  
Public reconvened at 6:10 p.m.**

**Mr. Bamsey made a motion to hire Bruno Vallieres as Superintendent starting 3/29/2021, motion seconded by Mr. Digregorio; Motion passed 2-0-0.**

There being no other business to come before the board, the meeting adjourned without objection at 6:12 p.m.

Respectfully Submitted,  
Stacy Bolduc

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

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**NORTHERN BORDER REGIONAL COMMISSION  
(50 points total)**

**Range between 0-10 points**

0 points = No mention of, or data to support this category; 1-3 = Category is acknowledged, but adherence is unclear, and little/no specifics regarding adherence; 4-6 = Project generally adheres to guidelines; 7-10 = Project provides clear direction and specifics to support adherence to the category; scorer has high confidence in adherence upon review of application.

Project readiness. The project, as presented, will have a Notice to Proceed within 12 months of date of award. Funding is clearly outlined. Project budget and workplan are feasible and support project readiness and timely project completion.

Alignment with Strategic Plans. The project meets the priorities and/or strategies of the NBRC Strategic Plan, and the goals and objectives of State and/or Regional Plans.

Economic Impacts. The project demonstrates it will have impacts such as job retention, job creation and/or wage growth within an identified timeframe. These impacts should be consistent and, where possible, supported by feasibility studies, and/or local, state or regional data.

**Range between 0-5 points**

0 points = No mention of, or data to support this category; 1-3 = Category is acknowledged, but adherence is unclear, and little/no specifics regarding adherence; 4-6 = Project generally adheres to guidelines; 7-10 = Project provides clear direction and specifics to support adherence to the category; scorer has high confidence in adherence upon review of application.

The project location is identified and NBRC funds will be deployed within an Opportunity Zone (OZ)

Private investment has been identified and/or private investment is feasible in the future.

Organizational capacity. Entity can identify specific grant-awarded projects they have completed or can demonstrate collaboration and relationships with other entities to ensure the project can meet program requirements and be completed in a timely manner.

The applicant draws a clear connection between the project and specific objectives, as outlined in NBRC's Strategic Plan, and identified below.

**Objectives**

- Revitalize and modernize essential infrastructure
- Increased access and affordability of high-speed telecommunications
- Stabilize and/or reduce electric and thermal energy costs
- Retain and/or create jobs

**STATE SPECIFIC (50 Points Total)**

**NEW HAMPSHIRE**

**Range between 0-10 points**

Invests in infrastructure that provides long-term community and economic impacts

Project significantly affects a large geographic area or number of individuals/businesses and long-term benefit is clear.

Expands New Hampshire's skilled workforce

Project positively strengthens the workforce by improving existing workers skills or by expanding the pool of skilled workers.

**Range between 0-5 points**

Builds regional capacity to carry out economic development strategies

Project significantly improves organizational or individual ability to create or successfully implement economic development activities

Supports and encourages entrepreneurship and innovation

Project identifies new or creative approaches to supporting entrepreneurs and the development of new businesses.

Leverages existing local and regional resources to promote economic growth

Project utilizes New Hampshire's natural, cultural or economic assets to strengthen the local economy.

Demonstrates organizational capacity to implement and sustain project

Applicant presents a reasonable work plan/budget and can demonstrate project sustainability.

Project readiness

Project is ready to begin immediately; planning activities are complete, and all match funding is secured.

Funding need

Applicant can show that other funding sources were explored and that NBRC funding is necessary in order to move the project forward.

**Certificate of Vote to transfer funds to Trust Funds  
Held by the Town of Conway**

For 3118  
minutes

Per Annual Meeting held on March 9, 2021

I, Amy Snow, Clerk of the Conway Village Fire District, do hereby certify that at the Annual Meeting held on March 9, 2021, the legislative body of the Conway Village Fire District voted to transfer surplus funds to the Conway Village Fire District trust funds held by the Trustees of the Trust Fund of the Town of Conway.

The following are a true copy of the warrants and the votes.

**Article 10** To see if the district will vote to raise and appropriate the sum of eighteen thousand dollars (\$18,000) to be added to the Fire/Rescue Equipment Capital Reserve Fund previously established. This amount to be funded by taxation. Balance as of December 31, 2020, Thirty-six thousand six hundred thirty-three dollars and fifty-two cents (\$36,633.52).

**[Recommended by the Board of Commissioners 3-0-0] (Majority vote required)  
Approved 14-0**

**Article 11** To see if the District will vote to raise and appropriate the sum of two thousand five hundred dollars (\$2,500) to be added to the Water System Improvement Capital Reserve Trust Fund previously established; two thousand five hundred dollars (\$2,500) to be funded by connection fees collected in 2020 with no amount from taxation. Balance as of December 31, 2020, one hundred four thousand three hundred sixty-two dollars and fifteen cents (\$104,362.15).

**[Recommended by the Board of Commissioners 3-0-0] (Majority vote required)  
Approved 14-0**

**Article 12** To see if the District will vote to raise and appropriate the sum of twenty-one thousand six hundred sixty-seven dollars (\$21,667) to be added to the STAR (Short Term Asset Replacement) Expendable Trust Fund previously established for short lived asset replacement related to the Force Main project as per the Letter of Conditions with Rural Development; this amount to be funded by sewer revenues with no amount from taxation. Balance as of December 31, 2020, one hundred sixty-eight thousand eight hundred forty dollars and forty-nine cents (\$168,840.49).

**[Recommended by the Board of Commissioners 3-0-0] (Majority vote required)  
Approved 14-0**

**Article 13** To see if the District will vote to raise and appropriate the sum of eighteen thousand two hundred dollars (\$18,200) to be added to the Sewer Improvement Expendable Trust Fund previously established. Nine thousand two hundred dollars (\$9,200) to be funded by connection fees collected in 2020 and nine thousand (\$9,000) from sewer revenues previously collected. Balance as of December 31, 2020, twelve thousand seven hundred sixty-eight dollars and sixty-one cents (\$12,768.61).

**[Recommended by the Board of Commissioners 3-0-0] (Majority vote required)**  
**Approved 14-0**


**Article 14** To see if the District will vote to raise and appropriate the sum of twenty-five thousand dollars (\$25,000) to be added to the Building Maintenance Capital Reserve Fund previously established; ten thousand dollars (\$10,000) to come from fund balance with fifteen thousand dollars (\$15,000) to be funded by taxation. Balance as of December 31, 2020, forty-three thousand eight hundred forty-one dollars and thirteen cents. (\$43,841.13).

**[Recommended by the Board of Commissioners 3-0-0] (Majority vote required)**  
**Approved 14-0**

**Article 15** To see if the District will vote to raise and appropriate the sum of two thousand dollars (\$2,000) to be added to the Pequawket Park Maintenance Capital Reserve Fund previously established. This amount to be funded by taxation. Balance as of December 31, 2020, five thousand four hundred thirty dollars and thirty-one cents (\$5,430.31).

**[Recommended by the Board of Commissioners 3-0-0] (Majority vote required)**  
**Approved 14-0**

Total appropriated to Trust Funds \$87,367

Signature   
Amy Snow, Clerk

STATE OF NEW HAMPSHIRE

County of Carroll

This instrument was acknowledged before me this 10 day of March, 2021 by Amy Snow, Clerk of the Conway Village Fire District.

In witness thereof, I have set my hand and official seal.

Notary Public  [My commission expires on





# Conway Village Fire District <sup>3/18</sup>

*A Village District in the Town of Conway, NH*

128 West Main Street

Conway, NH 03818

Phone: 447-5470 Fax: 447-3271

*This Institution is an Equal Opportunity Provider*



3/18/2020

Trustees of the Trust Fund  
Town of Conway  
1634 East Main St.  
Center Conway, NH 03813

Attn: Kathy Golding

Dear Trustees of the Trust fund,

We, the Commissioners of the Conway Village Fire District, are requesting the following funds be deposited to the following Trust Funds from the enclosed check (\$69,367) as per our 2021 Annual Meeting, minutes enclosed.

Thank you for your attention to this matter.

- \$2,500 into CVF Water System Improvements - #####6517 (Article 11)
- \$21,667 into the CVFD Force Main Asset Replacement - #####7036 (Article 12)
- \$18,200 into the CVFD Sewer Projects - #####7060 (Article 14)
- \$25,000 into CVF Building Maintenance - #####6583 (Article 15)
- \$2,000 into CVF Pequawket Park - #####6575 (Article 16)

Sincerely,  
Board of Commissioners

  
Steve Bamsey – BOC Chair

  
Michael DiGregorio - Commissioner

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*Not depositing until mid year*  
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STATE OF NEW HAMPSHIRE

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Notary Public . [My commission expires on

