

**CONWAY VILLAGE FIRE DISTRICT
COMMISSIONERS MEETING
Thursday, April 1, 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, Tom Buco.
Others present: Chief Solomon, Superintendent Bruno Vallieres, Amy Snow.
Absent: Public:

FIRE CHIEF'S BUSINESS

Chief reported they have been busy with calls and they got the sander off the forestry truck for the season. Other than that, he did not have a lot to report. Mr. Bamsey questioned the best route to get someone to look at the gazebo to access the needed repairs. After some discussion Mr. Bamsey asked Bruno and Chief Solomon to look at the gazebo and make a list of repairs. It was discussed that if just trim boards are needed, district staff can probably handle the repairs instead of hiring a contractor, tree trimming was also discussed, and the Chief stated he has two overnight parking signs to post at the park. Amy reported the Admin parking lot would be sealed and striped on a Friday at the end of April or the beginning of May. It has to be dry when it is done.

SUPERINTENDENT'S BUSINESS

Bruno reported there was a collapse in the road and sidewalk on Main St due to poor compaction. He also updated commissioners that he met with John Clark and Albert Mallot, the contacts for Black Bear, formally known as Lamplighters, to discuss their proposal for CVFD to take over their meter billing. They discussed Black Bears fee structure and the fact that some of their meters are not working correctly. Bruno made it clear that if we were to take over the billing, they would have to update their meters. He also stated this would be a long slow process if CVFD considered taking over the billing. Discussion ensued around the layout of the park and the park's leaky infrastructure. Bruno informed them they were welcome to talk to commissioners further about this proposal. RWN currently does the maintenance of the water system. Bruno will invite John to a commissioner meeting in two weeks to discuss the proposal further. Discussion ensued around Black Bear might qualify for grants to help with upgrading the meters.

The sewer line at the Jem Coin Laundry Mat shared with the Fire Station was briefly discussed. The repair will depend on the frost in the ground and the Main St project. This repair is minor and should only take a few hours. It was also discussed putting in a clean-out by the road.

Steve Anderson is on track for getting the meter bench and it will come in under budget. It will be a four-meter vs. a six-meter. Bruno is getting a quote from Berlin City for the new truck.

We currently have two applications for the Sewer operator. It was discussed making the ad bigger in the Conway Daily Sun.

BOOKKEEPERS BUSINESS

Amy reported she had a conversation with Tom Holmes, and he wanted to get the commissioner's feedback on the parking on Washington St. the town is considering putting parking meters on Washington St. Locals would come into Town Hall and show their license and get a sticker for their car's rear window, so they do not have to pay for the meter. The meters are also being considered for North Conway. The money raised would be used to

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hire a meter reader. The meters would be removable and taken out for the winter months. Mr. Bamsey supports the idea because it would raise some town revenue, especially in North Conway. Mr. Digregorio does not support the idea. Chief Solomon commented the machines are expensive, and it is costly to hire a parking enforcement officer, and not everyone pays for the parking. Discussion ensued.

Mr. Bamsey signed three letters confirming what CVFD has for debt for the auditors.

Amy informed commissioners that she has a questioner from USDA Rural Development that commissioners must fill out as a compliance measure. Amy will reach out to Eric to see if we still have to do the survey because CVFD no longer receives federal grant funds; however, CVFD still has an RD loan.

The Municipal Bookkeeper Job Description was discussed next. See attached.

Mr. Digregorio made a motion to adopt the Municipal Bookkeepers Job Description as presented, motion seconded by Mr. Bucco; Motion passed 3-0-0.

Amy reported that the State is considering ceasing sewer grant payments. Mr. Buco explained the process that has to happen first before that happens. Amy will draft a letter for commissioners to review next week. Discussion ensued.

ADMINISTRATIVE BUSINESS

- a. Ratify and sign checks for Payroll Manifest for the week ending 3/28/21
- b. Ratify A/P Manifest dated 3/31/21 and sign checks dated 4/1/21
- c. Approval of Fire Chief's timesheet for the week ending 3/28/21
- d. Approval of Meeting Minutes dated 3/25/21

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

Discussion:

Grainger- \$ 1,311.41

Ti Sales- 4,367.42

Motion Passed 3-0-0.

Mr. Bamsey made a motion to approve and sign the Fire Chiefs' timesheet for the week ending, 3/28/21 motion seconded by Mr. Digregorio; Motion passed 3-0-0.

Mr. Bamsey made the motion to approve the meeting minutes, 3/25/2021 motion seconded by Mr. Digregorio;

Motion passed 3-0-0.

Amy will send the questionnaire to Mr. Digregorio in word format.

The next commissioner's meeting will be on 4/8/21

There being no other business to come before the board, the meeting adjourned without objection at 6:15 p.m.

Respectfully Submitted,
Stacy Bolduc

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