

CONWAY VILLAGE FIRE DISTRICT  
COMMISSIONERS' MEETING  
Thursday November 4, 2021, 5:00 P.M.  
Admin Building Meeting Room

Meeting was called to order at 5:00 P.M.

Commissioners present: Tom Buco, Steve Bamsey, and Mike Digregorio  
Staff present: Chief Solomon, Superintendent Vallieres and Amy Snow – Municipal Bookkeeper

Also present are David Mercier from Underwood Engineers and Paul D representing the Town of Conway.

SUPERINTENDANT'S BUSINESS

David Mercier started with an explanation of the additional HEB charges and requested a vote to pay for them. (See attached.) Discussion ensued. **Mr. Bamsey made a motion to authorize payment of \$23,163.41 to Underwood Engineering for additional time on site as required and shift differential. Seconded by Mr. Digregorio. Motion passed 3-0-0** More discussion ensued.

Eastern Pipe has the contract to reline all 6 inch and 12-inch pipe incurring approximately \$91,000.00. They will start after the 29<sup>th</sup> of this month. This includes all of the pond from Main Street to Quint Street, the high priority areas on East Main and a section on Chase Avenue.

The new sewer truck is still waiting on body parts.

The sag in the pipe at the laundromat has been replaced. It appears coins were the culprit for the block in the pipe.

FIRE CHIEFS' BUSINESS

The Chief started off with write offs and collections. (See attached.) **Mr. Bamsey made the motion to write off \$417.06 as presented by the Chief. Seconded by Mr. Digregorio. Motion passed 3-0-0**

The Medicare vaccine mandate document is still uncertain. The Chief will be attending a webinar on November 5 to help navigate this issue.

There has already been 16 calls this month's and he will be publicly posting the full-time position coming up soon, it has already been posted in-house. Discussion ensued.

BOOKKEEPER'S BUSINESS

Amy presented an abatement request for 591 White Mt. Hwy. This property has two betterment fees, but the Town of Conway recognized it as a single-family home back in March with a letter from the Town dated November 1, 2021. Discussion ensued.

**Mr. Digregorio made a motion to approve the abatement of the last two billed betterment fees, seconded by Mr. Bamsey. Motion passed 2-1-0, Mr. Buco in the opposition.**

Amy then presented the abatements that occurred in the month of October (attached).

Mr. Bamsey signed the new transmittal for HealthTrust for the new dental plan.

Amy presented the Main St. loan papers. The total loan amount is \$640,950 over the years we have paid back some of it so we only owe a principal of \$599,398 and there is loan forgiveness of \$128,190 for a total of \$471,208.36 in principal through 2041; payments are \$26,949/year. Mr. Bamsey signed the loan papers.

Lastly, Amy presented a proposal to get customers to sign up for paperless billing. She handed out a flyer to insert into the next billing offering a \$5.00 credit on the next bill if signed up by February 11, 2022. Discussion ensued. Amy was directed to change this flyer to a 1,000-gallon water credit and to make one stating that there would be a charge if customers do not sign up for discussion's sake.

#### ADMINISTRATIVE BUSINESS

**Mr. Bamsey made a motion to ratify a., b., and the monthly payroll, seconded by Mr. Digregorio.**

- a. Ratify Payroll Manifest and sign checks for week ending 10/31/21
- b. Ratify A/P Manifest dated 11/03/2021 and sign checks dated 11/05/21

Discussion:

Coleman - \$10,900 for Main St. infrastructure

Eversource for October - \$5,919

Pope Security– Park cameras \$2,600 – they are on, and they run. Right now, the chief can not manage them on his phone, a few things have to happen before this works.

DES - \$750 for 2022 yearly Dam permit at the lagoon.

**Motion passed 3-0-0,**

**Mr. Bamsey made a motion to approve the chief's timesheet for week ending 10/31/21, seconded by Mr. Digregorio. Motion passed 3-0-0.**

**Mr. Bamsey made the motion to approve the meeting minutes dated 10/28/21. Seconded by Mr. Bucu. Motion passed 2-0-1. Mr. Digregorio abstained due to leaving meeting early.**

Mr. Bamsey asked to have Dwight and Sons quote to put metal roof on the gazebo. It also needs some concrete work as well; this is something we can do. Discussion ensued about the need for a gazebo. Spots-On-Lots will be coming to requote sealcoating of the Park parking lot.

The next meeting will be Friday, 11/12/2020 at 7:00 a.m. – the Admin Building will be closed Thursday for Veteran’s Day. The next meeting will be the 18<sup>th</sup>, no meeting the week of Thanksgiving, then December 2<sup>nd</sup>. Budgets will be presented on the 18<sup>th</sup>.

There being no further business to come before the Board, meeting was adjourned without objection at 6:45 P.M.

Respectfully submitted,  
Lisa Chisholm, Office Assistant and  
Amy Snow, Municipal Bookkeeper

1114 Minutes

Run Date	Name	Amount Billed	Insurance Paid	Patient Paid	Collections	Write Off	Reason	Resident	Insurance
9/16/2020	John Reed	\$ 994.00	\$ 438.48	\$ -	\$ 109.63	\$ -	Medicare Remainder	N	Y
1/30/2021	Sarah Stowe	\$ 1,011.00	\$ 447.56	\$ -	\$ 563.44	\$ -	Insurance Paid Part	Y	Y
3/4/2021	Katie Treamer	\$ 759.00	\$ -	\$ -	\$ 759.00	\$ -	No Insurance	Y	N
5/16/2021	Alan Phipps	\$ 1,021.20	\$ 453.05	\$ -	\$ -	\$ 113.27	Medicare Remainder	Y	Y
5/20/2021	Albert Dewitt	\$ 881.40	\$ 209.51	\$ -	\$ 190.10	\$ 99.90	Humana Plan	Y	Y
5/24/2021	Erin McCarthy	\$ 1,062.00	\$ -	\$ -	\$ 1,062.00	\$ -	No Insurance	Y	N
5/31/2021	Glenys Kinney	\$ 1,062.00	\$ -	\$ -	\$ 1,062.00	\$ -	No Insurance	Y	Y
6/9/2021	Dale Frechette	\$ 999.10	\$ 261.31	\$ -	\$ 179.74	\$ 110.26	Humana Plan	Y	Y
6/15/2021	Daniel Murphy	\$ 1,369.00	\$ -	\$ -	\$ 1,369.00	\$ -	Insurance Didn't Pay	Y	Y
6/15/2021	Jennifer Haggerty	\$ 878.00	\$ -	\$ -	\$ 878.00	\$ -	No Insurance	N	N
6/15/2021	Devin Lauver	\$ 878.00	\$ -	\$ -	\$ 878.00	\$ -	No Insurance	N	N
6/28/2021	Victor Ancitil	\$ 1,079.00	\$ -	\$ -	\$ 1,079.00	\$ -	No Insurance	N	N
6/29/2021	Kim Hyunjoo	\$ 1,130.00	\$ -	\$ -	\$ 1,130.00	\$ -	No Insurance	N	N
8/31/2021	Muriel Tancrel	\$ 1,197.40	\$ 178.15	\$ -	\$ 196.37	\$ 93.63	Humana Plan	Y	Y

**Write off \$ 417.06**

**Collections \$ 9,456.28**

11/4 Monday

October Abatelements

\$150.35 Mt. Top sale of inventory, approved

\$233.15 Pinehill quarterly

\$777.96 Tuckerman quarterly

\$1,161.46

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\$2,172.57

11/4 minutes

**Conway Village Fire District  
Main Street Water Replacement Project  
CVFD Commissioners' Meeting  
November 4, 2021  
Discussion Items**

**GOAL:        Discuss payment of resident engineer services.**

**Total Budget**

- See attached
  - Budget including \$3,600 from sewer for manhole covers = \$988,889
  - Total project cost, including extra resident engineer services \$988,314
- Estimated split for resident costs was based on construction costs at 24% CVFD, 76% Town/DOT
- Actual resident split is CVFD \$74,768.46; Town/DOT \$132,850.38 or 36% and 64%
- Request from CVFD is for an additional \$29,379.06 above original resident contract value reduced by UE underrun of \$6,215.65
  - Split is \$14,785.59 for extra time for resident needed to complete water work and \$14,593.47 is for shift differential for nighttime work

**Other**

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2481

Conway Village Fire District, Conway, NH Main Street Water Main Replacement	
TOTAL PROJECT COST ESTIMATE	
	11/4/2021
DESIGN PHASE ENGINEERING	\$91,596.39
CONSTRUCTION PHASE ENGINEERING	\$78,138.87
CONSTRUCTION CONTRACT thur Pay Req 7	\$787,799.90
Additional /Anticipated Construction (Coleman)	\$1,400.00
Additional Requested Resident Engineer Services	\$28,379.06
<b>TOTAL</b>	<b>\$988,314.22</b>
<b>Balance</b>	<b>-\$574.78</b>

**Available Funding**

DWSRF	\$640,950.00
DWGTf	\$195,000.00
Local Water	\$149,339.00
Local Sewer	\$3,600.00
<b>TOTAL</b>	<b>\$988,889.00</b>