

CONWAY VILLAGE FIRE DISTRICT
BOARD OF COMMISSIONERS' MEETING
Tuesday, April 6, 2023, 5:00 P.M.
Admin. Building Meeting Room

The meeting was called to order at 5:00 P.M.

Commissioners present: Etienne Vallee, Mike DiGregorio, and Steve Bamsey
Staff present: Bookkeeper Amy Snow, Chief Solomon, and Superintendent Bruno Vallieres.
Also present were Moderator Doug Burnell and Treasurer Nancy Hildebrand.

Administrative Business

- a. Mr. Bamsey conducted the Oath of Office for the newly elected officials.
- b. Election of Chairman
Mr. Digregorio made the motion to elect Mr. Bamsey as Chairman, seconded by Mr. Vallee. Motion passed 3-0-0.
- c. **Mr. Digregorio made the 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, seconded by Mr. Vallee. Motion passed 3-0-0.**
- d. Letter to NCWP – This was moved to the end.
Mr. Bamsey made the motion to ratify e., f., g., and h. Seconded by Mr. Digregorio. Motion passed 2-0-1, Mr. Vallee abstained.
- e. Ratify Weekly Payroll Manifest signed out of session for week ending 3/19
- f. Ratify Weekly Payroll Manifest signed out of session for week ending 3/26
- g. Ratify A/P Manifest dated 3/22 signed out of session.
- h. Ratify A/P Manifest dated 3/29 signed out of session.
- i. **Mr. Bamsey made the motion to approve the meeting minutes dated 3/16/2023. Seconded by Mr. Digregorio. Motion passed 2-0-1, Mr. Vallee abstained.**
Mr. DiGregorio made the motion to ratify j., and k. Seconded by Mr. Vallee.
- j. Ratify Weekly Payroll Manifest and sign checks for week ending 4/2/23.
- k. Ratify A/P Manifest dated 4/4/23 and sign checks dated 4/7/23.
Discussion ensued regarding a possible contract with an alternate provider for electricity. Amy will investigate this. **Motion passed 3-0-0.**

Discussion ensued about the Town Meeting.

Superintendent's Business

Bruno stated that the first quarter bills just went out and he has two main concerns. One is Lamplighters; they had leaks this past winter, and the new car wash. Discussion ensued regarding water leaks, usage, and systems.

He then stated that this summer they were looking at big events. DOT this year will start at the Irving in Conway, go up East Main Street and do an overlay all the way to the lights at Route 302. For us this means three manholes that have to be raised an inch and that's no big deal. He's headed to Gilford next Friday for a pre-construction meeting for this. There are actually two areas, East Main Street and the Kancamagus from the lights on. We have nothing to deal with there.

Mr. Bamsey made a motion to increase the Superintendents salary to \$82,004.00. Seconded by Mr. Digregorio. Motion passed 3-0-0.

Bruno stated that the commissioners had offered a take home vehicle for his work. He initiated a conversation regarding possible alternatives to water savings. Discussion ensued.

Mr. Bamsey asked Bruno about the relining of the pipes. Bruno said that the EPA (funding source) wants a schedule, and he came up with June first of this year, but they want more than that. Amy added that we have to send them a plan and we have to put it out to bid.

Fire Chief's Business

The Chief began with write-offs and collections. (See attached.)

Mr. Bamsey made a motion to write off \$586.22 as presented by the Chief. Seconded by Mr. Digregorio. Motion passed 3-0-0.

The Chief then offered an update that he has two conditional offers out for the two open career positions, both internal candidates this time, that really works best for us. They have three conditions that they have to meet; they need an NFPA (National Fire Protection Association) physical, so we send them to Concord hospital, they have to pass that. We need to do another criminal records check, and we need to do an acrophobia test.

He stated that they might bring the extra call person for weekend shifts back up on June 1st.

The Chief shared an interesting training note. One of the things we are short on is people trained to the Hazmat Technician level and he has found a method to get this accomplished that is very inexpensive. The Center for Domestic Preparedness through Federal Homeland Security runs a weeklong program that is Federally funded. We would get them to Portland, Maine, the Feds pick up the cost of flying them to Aniston, Alabama, the class, their stay there and their flight home. We have a few that will be taking this class.

The Chief did an interview with WMUR regarding an incident at Sabbaday Falls.

Bookkeeper's Business

Amy began with March abatements, there were zero.

Valley Vision would be \$75.00 per meeting. We did not budget for this.

Amy stated that we liened 26 Prospect Road back in 2018 for approximately \$1,700.00 and change. This house has finally sold. We need to release the lien. **Mr. Bamsey made a motion to release the lien at 26 Prospect Road, Town of Conway map #276-lot 125 pending payment. Seconded by Mr. Vallee. Motion passed 3-0-0.**

Amy next presented an arrearage update. (See attached.)

Mr. Digregorio asked if we had a lot of people jump on to paperless billing when we offered the 1,000 gallons of free water? She said that right now we have 184 people on paperless billing. She then explained about a new billing platform (Invoice Cloud) with better features.

She then presented a summary on taxes after the vote. (See attached.) She then presented the MS 232, the voted-on appropriations to be signed.

Mr. Digregorio made a motion to enter into a one-year contract with Tuckerman's Brewery for sewer usage abatement. Seconded by Mr. Vallee. Motion passed 3-0-0.

Amy gave the commissioners the certificate of vote to transfer funds to the Trust Funds as voted on by the legislative body, and the letter to the trustees to make the transfers into the trust funds.

Mr. Vallee made a motion to enter into non-public per RSA 91-A:3II(e). Seconded by Mr. Digregorio. Roll call vote Mr. Vallee, Yes. Mr. Digregorio, Yes. Mr. Bamsey, Yes. Entered non-public at 6:20 P.M.

Regular portion of the meeting resumed at 6:40 P.M.

Shall the minutes be publicly disclosed? The answer is no because it might render a proposed action ineffective. **Mr. Vallee made a motion to seal the minutes. Seconded by Mr. Digregorio. Roll call vote to seal the minutes, Mr. Vallee, Yes. Mr. Digregorio, Yes. Mr. Bamsey, Yes.**

Bruno added they had a meeting this week with the town. There was Bruno, Andrew Smith, Amy, Kathy Golding, Paul D., and John. Discussion ensued.

The next meeting will be on Thursday, April 13, 2023. 5:00 P.M. in the Administrative Building Meeting Room.

The meeting was adjourned without objection at 6:45 P.M.

Respectfully submitted,
Lisa Chisholm, Office Assistant

Run Date	Name	Amount Billed	Insurance Paid	Patent Paid	Collections	Write Off	Reason	Resident	Insurance
8/18/2022	Andre Mastronmatte	\$ 1,339.00	\$ -	\$ -	\$ 1,339.00	\$ -	Not covered	N	Y
11/1/2022	Jeanne Mackay	\$ 1,334.20	\$ 265.83	\$ -	\$ 178.83	\$ 111.17	Humana Plan	Y	Y
11/12/2022	Chris Greenwood	\$ 1,339.00	\$ 520.03	\$ -	\$ 818.97	\$ -	Anthem 'rebillig'	Y	Y
10/27/2022	Jeanne Mackay	\$ 1,334.20	\$ 265.83	\$ -	\$ 178.83	\$ 117.17	Humana Plan	Y	Y
10/16/2022	Katie Treamer	\$ 1,387.00	\$ -	\$ -	\$ 1,387.00	\$ -	No Insurance	Y	N
10/19/2022	Diana Just	\$ 1,387.00	\$ 311.64	\$ -	\$ 153.67	\$ 116.33	Humana Plan	Y	Y
10/14/2022	Wayne Buzzell	\$ 1,531.00	\$ 383.08	\$ -	\$ 139.38	\$ 130.62	Humana Plan	Y	Y
11/3/2022	Jeanne Mackay	\$ 1,331.80	\$ 264.64	\$ -	\$ 179.07	\$ 110.93	Humana Plan	Y	Y
7/19/2022	Adriana Juntura	\$ 957.60	\$ 743.23	\$ -	\$ 214.37	\$ -	Cigna 'repricing'	N	Y
5/16/2022	Jennifer Elsmore	\$ 996.00	\$ 705.23	\$ -	\$ 290.77	\$ -	Cigna 'repricing'	N	Y
6/27/2022	Pamela McIntire	\$ 1,531.00	\$ -	\$ -	\$ 1,531.00	\$ -	No Insurance	Y	N
8/25/2022	Anthony Difonzo	\$ 1,690.00	\$ -	\$ -	\$ 1,690.00	\$ -	Exchange Plan	Y	Y

Collections \$ 8,100.89

Write Off \$ 586.22

ARREARAGES UPDATE 3/31/2023

Unpaid invoices (40 accounts)	\$10,877.79	
In Lien (4 accounts)		\$4,926.59
Credit balances (128 accounts)	(\$26,736.11)	
Federal Spice accounts for	(\$9,235.45)	
Total arrears	(\$15,858.32)	

3	\$50,645	\$16,204	\$34,441	commissioners
4	\$511,095	\$511,095	\$0	water
5	\$911,461	\$911,461	\$0	sewer
6	\$1,429,021	\$931,437	\$497,584	fire
7	\$371,923	\$371,923	\$0	wtr debt
8	\$632,066	\$632,066	\$0	swr debt
13	\$55,700	\$55,700	\$0	sewer TF
17	\$10,000		\$10,000	park TF
18	\$20,000	\$20,000	\$0	water TF
20	\$21,667	\$21,667	\$0	STAR
22	\$45,700	\$45,700	\$0	wtr/swr equip TF
24	\$180,000		\$180,000	fire TF
26	\$75,000	\$20,500	\$54,500	amb. TF
28	\$265,448	\$260,778	\$4,670	radios
29	\$12,000	\$12,000	\$0	gazebo
30	\$3,350	\$3,350	\$0	parking lot
31	\$25,000	\$25,000	\$0	wtr work
32	\$30,000	\$30,000	\$0	swr work
	\$1,000,000	\$1,000,000	\$0	I?I

\$5,650,076

\$781,195 Taxes

\$254,947,105

\$3.06 tax rate