

CONWAY VILLAGE FIRE DISTRICT  
BOARD OF COMMISSIONERS' MEETING  
Tuesday, June 15, 2023, 5:00 P.M.  
Admin. Building Meeting Room

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

Commissioners present: Mike DiGregorio, Etienne Vallee, Steve Bamsey arrived at 5:17 P.M.

Staff present: Superintendent Bruno Vallieres, Bookkeeper Amy Snow and Assistant Fire Chief Phil Remington.

Administrative Business

**Mr. Vallee made the motion to ratify a., b., c., d., & e. Seconded by Mr. Digregorio.**

- a. Ratify Weekly Payroll signed out of session for week ending 6/4/23.
- b. Ratify Monthly Payroll signed out of session for month ending 5/31/23.
- c. Ratify A/P signed out of session dated 6/14/23.
- d. Ratify Weekly Payroll Manifest and sign checks for week ending 6/11/23.
- e. Ratify A/P Manifest dated 6/14/23 and sign checks dated 6/16/23.

**Discussion:**

Electrical Installations, \$6,849.07 – Mag Meter/install for Towle Road Sewer Pump Station.  
MALTZ, \$3,154.00 – Specialized chemical pumps.

Joshua Scotton (RCM), \$836.25 – Install of Towle Road Mag Meter.

TI SALES, \$766.70 – Meter replacement

Harcross, \$3,966.30/\$4,188.48 – Caustic Soda to adjust PH levels.

**Motion passed 2-0-0.**

**Mr. Digregorio made a motion to approve the meeting minutes dated 6/1/2023.  
Seconded by Mr. Bamsey. Motion passed 2-0-1.**

Superintendent's Business

Bruno stated that they've been doing regular maintenance for the summer. No surprises. Mowing season has kicked in with all the rain. The next project we have is the Saco Pump Station. We will be replacing or rebuilding one electric motor pump and hopefully hold off on the second one for five years.

He added that we had a Treatment Plant inspection with DES, and they required that we fill in two areas with loam and seed, once we do that they will sign off on the sludge site. The town has kicked in big time, more than I could ask.

### Fire Chief's Business

Assistant Fire Chief Remington began with collections and write offs. (See attached.)  
**Mr. Vallee made a motion to approve the write-offs for \$829.04 as recommended by Assistant Chief Remington. Seconded by Mr. Digregorio. Motion passed 2-0-0.**

Assistant Chief Remington stated that they have been steady, busy, one day they did thirteen calls in a twenty-four-hour period. That crew is tired, but they've had good response from the call people.

He then added that the crew has been training, and they've had really good turnout for calls. Discussion ensued.

### Bookkeeper's Business

Amy stated that she is on vacation next week.

She added that Jason Dennis will be here next week so there will be non-public on the agenda. The deadline came and went he didn't hear a word from them (North Conway Water Precinct), so he's not going to start anything until after the meeting next week.

Amy then stated that she has been trying to get the Request for Qualifications ok'd to go out. We have to make absolutely sure that it is a fair and open bidding process. She went on to explain a few of the issues regarding this process. She then added that, we can get the bids, the bids will go out on the 29<sup>th</sup> of June 2023, they'll be due on July 31<sup>st</sup>, 2023. Then we will choose an engineering firm on the August 3, 2023, meeting.

She offered that she had a call from Representative Pappas's office congratulating us that our grant has been approved and we got an email from Automated Standard Application for Payments (ASAP), this the portal to request funds, we're just waiting for the password on that. We have 45 days to get that set up.

Discussion ensued regarding the use of vehicles on the Park grounds.

The next meeting is scheduled for Thursday, June 22, 2023. 5:00 P.M. in the Administrative Building Meeting Room.

The meeting was adjourned without objection at 5:26 P.M.

Respectfully submitted,  
Lisa Chisholm, Office Assistant

6/15/23

Run Date	Name	Amount Billed	Insurance Paid	Patient Paid	Collections	Write Off	Reason	Resident	Insurance
8/4/2022	Michael Brouillette	\$ 1,435.00	\$ 539.92	\$ -	\$ 895.08	\$ -	Anthem repricing	Y	Y
11/15/2022	Catherine Davis	\$ 984.00	\$ 211.89	\$ -	\$ 173.62	\$ 96.38	Medicare HMO	Y	Y
12/24/2022	Nervana Dodge	\$ 1,219.00	\$ -	\$ -	\$ 1,219.00	\$ -	Anthem Exchange	Y	Y
1/28/2023	Eugene Gray	\$ 1,382.20	\$ 412.17	\$ -	\$ 89.88	\$ 125.46	Medicare Remainder	Y	Y
11/28/2022	Glenn Krumholz	\$ 1,430.20	\$ 575.10	\$ -	\$ -	\$ 25.00	Medicare Remainder	Y	Y
1/20/2023	Raymond Lawrence	\$ 1,351.00	\$ 432.57	\$ -	\$ 55.21	\$ 121.95	Medicare Remainder	Y	Y
11/28/2022	Roger Leblanc	\$ 1,360.60	\$ 318.13	\$ -	\$ 204.50	\$ 113.63	Medicare HMO	Y	Y
10/3/2022	Ian Millar	\$ 1,339.00	\$ -	\$ -	\$ 1,339.00	\$ -	VA states not covered	Y	Y
1/23/2023	Joann Reis	\$ 1,406.20	\$ 351.74	\$ -	\$ 223.39	\$ 128.35	Medicare HMO	Y	Y
11/24/2022	Linda Rosen	\$ 1,315.00	\$ 275.92	\$ -	\$ 160.82	\$ 109.18	Medicare HMO	Y	Y
11/17/2022	Peter Samuelson	\$ 1,197.40	\$ 427.67	\$ -	\$ -	\$ 109.09	Medicare Remainder	Y	Y

Collections \$ 4,360.50

Write Off \$ 829.04