

CONWAY VILLAGE FIRE DISTRICT  
BOARD OF COMMISSIONERS' MEETING  
Tuesday, August 3, 2023, 5:00 P.M.  
Admin. Building Meeting Room

The meeting was called to order at 5:20 P.M.

Commissioners present: Etienne Vallee, and Mike DiGregorio. Steve Bamsey was absent.  
Staff present: Bookkeeper Amy Snow, Superintendent Bruno Vallieres and Chief Solomon.

**Administrative Business**

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

- a. Ratify Weekly Payroll Manifest and sign checks for week ending 7/30/23.
- b. Ratify Monthly Payroll Manifest and sign checks for month ending 7/31/23.
- c. Ratify A/P Manifest dated 8/2/23 and sign checks dated 8/4/23.

**Discussion:** Fire Department overtime, - The Chief explained that it was a combination of one man on maternity leave, one in a class and vacation.

Town of Conway, Vehicle maintenance, \$3,054.04 – This was for a Fire Department vehicle.  
USA BlueBook, \$2011.60 – Bruno explained that this is for one sewer hose.

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

**Mr. Digregorio made a motion to approve the meeting minutes dated 7/27/2023.  
Seconded by Vallee. Motion passed 2-0-0.**

Discussion began regarding the RFQ selection. Amy said that we received two quotes, one from Underwood Engineers and one from Horizons Engineering. Both meet the minimum requirements outlined in the evaluation. Discussion ensued. **Mr. Vallee made a motion to table the selection until next week. Seconded by Mr. Digregorio. Motion passed 2-0-0.**

**Superintendent's Business**

Discussion ensued around the road height and side walks on East Main Street. Bruno stated that paving should start Tuesday night for East Main Street.

**Fire Chief's Business**

The Chief stated that this was the second busiest July since Covid. There were 12 water rescues for 27 people and 2 dogs, which is a state record.

The Chief said that he had participated with the Town of Conway to get rental licensing so that they can do life safety inspections on rental units.

He added that there was discussion regarding Cranmore Shores and the damage being caused by the building there. The Selectmen have agreed to suspend building permits for new construction in Cranmore Shores. Discussions ensued.

### **Bookkeeper's Business**

Amy presented the July abatements. (See attached.)

Amy then presented the release from the Trust Funds for \$18,110.30 from the Water System Improvement Trust Fund for the new upgrade and equipment for the new meter reading. Also \$27,666.84 from the Force Main Asset Replacement Trust Fund for invoices that we've been collecting since the beginning of the year.

**Mr. Vallee made a motion that Conway Village Fire District requests that the following funds be released from the Trust Funds in the amount of \$45,777.14. Seconded by Mr. Digregorio. Motion passed 2-0-0.**

The next meeting will be August 10, 2023, at 5:00 P.M.

There being no further business to come before the Board, the meeting was adjourned without objection at 6:01 P. M.

Respectfully submitted,  
Lisa Chisholm  
Office Assistant