

CONWAY VILLAGE FIRE DISTRICT
BOARD OF COMMISSIONERS' MEETING
Tuesday, September 28, 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, Superintendent Bruno Vallieres and Chief Solomon.

The motion was made by Mr. Vallee to enter non-public under RSA 91-A:3 II (e) and was seconded by Mr. Digregorio. Roll call vote: Mr. Vallee – yes, Mr. Digregorio – yes, Mr. Bamsey – yes. The board entered non-public session at 5:01 pm.

The public portion of the meeting resumed at 6:03 P.M. Roll call vote to not disclose the minutes. Mr. Vallee – Yes, Mr. Bamsey – Yes, Mr. Digregorio had left the meeting.

Administrative Business

Mr. Bamsey made the motion to ratify a., b., c., and d. Seconded by Mr. Vallee.

- a. Ratify Weekly Payroll Manifest signed out of session for week ending 9/17.
- b. Ratify A/P Manifest dated 9/20/23 signed out of session.
- c. Ratify Weekly Payroll Manifest and sign checks for week ending 9/24/23.
- d. Ratify A/P Manifest dated 9/27/23 and sign checks dated 9/29/23.

Discussion:

gWorks – this is for our bookkeeping program upgrade.

Bank of America, \$338.79 – this is the water/sewer credit card.

Motion passed 2-0-0.

Mr. Bamsey made a motion to approve the minutes dated September 14, 2023, seconded by Mr. Vallee. Motion passed 2-0-0.

Superintendent's Business

Bruno stated that they've been working outside and getting some digging done. He added that the state is widening the White Mountain Highway, basically from Levitt's Bakery to Emery Lane.

Fire Chief's Business

The Chief stated that they had finished hydrant testing for the year and told Bruno that they had found a broken hydrant on Pequawket Drive. Bruno said that they'd fix it tomorrow morning.

The Chief then presented Bad Debt Write-offs. He suggests that \$55,594.54 come off the books. **Mr. Vallee made the motion to write off \$55,594.54 in bad debt for the ambulance service. Seconded by Mr. Bamsey. Motion passed 2-0-0.**

He added that they have been busy, busy, busy. They just managed three calls at the same time.

Mr. Bamsey questioned what OSHA rules open trenches being left open trenches. Discussion ensued. The Chief said that he would check it out.

Bookkeeper's Business

Amy presented drafts of warrant articles for the Town of Conway. She explained the process and sent them to John Eastman for further processing. So, things are starting to move along as far as merging with the town. Discussion ensued.

Amy mentioned that if the government was to shut down, the EPA would not be available, but Jason T. believed that they would be back by October which is when the contract for construction should be ready for review. She went on to say that the commissioners would have to be available still in January of 2025 in order to approve the last of the December 2024 bills and the last payroll. Nancy (the treasurer) would be the last to leave; she is the only one that can close the bank accounts, which will have to wait until all the checks cleared. Discussion ensued.

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

There being no further business to come before the Board, the meeting was adjourned without objection at 6:30 P. M.

Respectfully submitted,
Lisa Chisholm
Office Assistant