

CONWAY VILLAGE FIRE DISTRICT
BOARD OF COMMISSIONERS' MEETING
Thursday, November 30, 2023, 5:00 P.M.
Admin. Building Meeting Room

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

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

Administrative Business

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

- a. Ratify Weekly Payroll Manifest signed out of session for week ending 11/19/23.
- b. Ratify Weekly Payroll Manifest and sign checks for week ending 11/26/23.
- c. Ratify A/P Manifest dated 11/29/23 and sign checks dated 12/1/3.

Discussion: \$22,000.00 for pump work. – This was part of the short-term asset replacement plan and will come out of the star account.

Motion passed 3-0-0.

Mr. Vallee made a motion to approve the minutes dated November 8, 2023, seconded by Mr. Digregorio. Motion passed 3-0-0.

Mr. Vallee made a motion to approve the request by the Carroll County Republican Committee to use the Fire Station meeting room on December 10th, 2023 from 4 to 7 PM. Motion passed 2-0-1.

Assistant Fire Chief's Business

Assistant Chief Remington stated that Fireman Garrett Meader has given his notice effective the 30th of December and will be going to Rochester. He will be staying here as an on-call person. They will be working to fill this position; it has been posted.

Next Assistant Chief Remington offered that there have been a couple of small changes to the budget. Both have to do with HealthTrust so that has been adjusted.

Discussion ensued around the possibility of Chief Soloman being available as a paid consultant.

Superintendent's Business

Bruno began by presenting the costs for the replacement water meters that were requested last week by the commissioners. He passed out the 2024 water budget and then presented a display and explanation of water meter sizes, functions, and costs. Discussion ensued around costs of replacement parts vs buying new meters and how many yearly meter replacements can be done realistically.

Mr. Digregorio left the meeting at 5:50 PM.

Bookkeeper's Business

Amy began with the November abatements. (See attached.)

She then presented a release of lien for 16 North Road. It was in lien for 4 years and is one of the properties that the town sold at auction. At the time of lien they owed us \$1,300.00. The town was able to get us just over \$2,000.00. **Mr. Vallee made a motion to release the lien on 16 North Road. Seconded by Mr. Bamsey. Motion passed 2-0-0.**

She next presented requests from the Trust Funds. \$59,126.23, some from Water System Improvement and the Sewer System Improvement to pay for the new meter reading program. \$36,495.00 is from the Force Main Asset Replacement and then \$3,000.00 from the Building Maintenance Trust Fund to pay for the resealing of the Administration Building parking lot. **Mr. Bamsey made a motion to release the Trust Funds for a total of \$59,126.23. \$9,445.15 from CVFD Water System Improvement Trust Fund, \$9,445.15 from CVFD Sewer System Projects Trust Fund, \$36,495.93 from CVFD Force Main Asset Replacement Trust Fund, and \$3,740.00 from CVF Building Maintenance Trust Fund. Seconded by Mr. Vallee. Motion passed 2-0-0.**

Amy stated that she had talked to John Eastman regarding the town maintaining the park. John is looking into it and will let us know for certain next week.

She presented the Commissioners budget. Discussion ensued.

She lastly presented an auditor's bill for a signature.

Mr. Vallee made a motion to enter non-public under RSA 91-A:3 II (b) and RSA 91-A:3 II (e). Seconded by Mr. Bamsey. Roll call vote, Mr. Bamsey – Yes, Mr. Vallee - Yes. Entered non-public at 6:05 pm.

The public portion of the meeting resumed at 6:20 pm. Mr. Vallee made a motion to seal the minutes as otherwise it would render the proposed action ineffective. Seconded by Mr. Bamsey. Roll call vote, Mr. Bamsey – Yes, Mr. Vallee - Yes.

Amy added that we have received the invoice from Underwood for the I and I Engineering and that's for working on the bid documents for construction. She sent the invoice to Jason T. from the EPA, and he sent it back the next day. She then requested the money, and it was in our account the very next day.

The next meeting will be December 7th, 2023, at 5:00 P.M.

There being no further business to come before the Board, the meeting was adjourned without objection, at 6:21 P.M.

Respectfully submitted,
Lisa Chisholm
Office Assistant

NOV

2023

Abatements

\$1,218.21	160 North Rd	approved 11/2
\$111.57	18 Colbath	approved 11/2
\$3.82	48 North Rd	PF abatement
\$2.16	Pine Hill 1	PF abatement
\$5.30	Pine Hill 2	PF abatement
\$175.90	Pine Hill park	approve 11/16
\$30.26	RWN	approve 11/16
\$120.00	720 Pequawke	approved 11/16
\$12.92	222 Hobbs St	PF abatement
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\$1,680.14		