

CONWAY VILLAGE FIRE DISTRICT  
BOARD OF COMMISSIONERS' MEETING  
Thursday, May 23, 2024, at 5 P.M.  
at the Administration Building.

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

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

Administrative Business

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

- a. Ratify Payroll signed out of session for week ending 5/12/2024.
- b. Ratify Payroll and sign checks for week ending 5/19/2024.
- c. Ratify A/P Manifest dated 5/15/2024 signed out of session.
- d. Ratify A/P Manifest dated 5/22/2024 and sign checks dated 5/24/2024.

**Discussion:**

**Motion passed 3-0-0.**

**Mr. Vallee made a motion to approve the minutes dated 5/9/2024. Seconded by Mr. Digregorio. Motion passed 3-0-0.**

Mr. Digregorio stated that John Eastman will cover the cost for the Main Street Flags. Mr. Digregorio will put them up this weekend.

Mr. Bamsey stated that the Commissioners did meet with the Selectman on May 14<sup>th</sup> and they feel it was a favorable meeting.

Superintendent's Business

Bruno stated that they've had a busy two weeks. We've a new pump installed at Prospect Pump Station, we've had a new generator installed at the Eaton Pump Station, we've had air release duty, and we had the Vac truck for a day. The vac truck removes the grease that accumulates in the traps, we do this every two years. Discussion ensued.

Bruno then asked about the sign out front. Discussion ensued and it was concluded that the Town of Conway will decide what the sign will say.

## Fire Chief's Business

The Chief began with a vehicle update regarding Car Two. Assistant Chief Richard is narrowing it down, he's got some prices, and he will have something to present to you in a couple of weeks.

He then stated that they had a meeting after conversations with their fire apparatus manufacturer. They are looking at a three year turn around on apparatus and Engine Two is scheduled for 2026. The Chief has spoken with John Eastman so that he is aware of this. There may be opportunities for a stock or demo truck around the time it's needed, but we need to start moving forward on this and decide what we want to do. Discussion ensued.

Mr. Digregorio asked about the replacement for Car Two, are you still looking at pickup trucks? The Chief stated that they have this discussion themselves. The pickup truck is still in the conversation, but no decision has been made. We are exploring all the options. Assistant Chief Richardson will have all the information in his presentation.

The Chief stated that Bruno, Amy, and he are working with FEMA, we have more information on what we can do to maybe get us some money back. It's still in process.

The Police Department finished their Torch Run and had a nice cook out at the Fire Station.

Also, the Chief stated the he and Amy have been struggling with Quick Med Claims and monthly reconciliation for quite a while now. They are shorting themselves monthly and it takes days of phone calls and emails and still not get things sorted out. The Chief said he has reached out to another company that he is familiar with. It's a local company and they only do ambulance billing. He and Amy spoke with the CEO yesterday and they know exactly what we have to do. He's going to get us a draft proposal and it would take at least ninety days to make the switch. The question is do we do this now or wait for the first of the year. It would also save us a ton of leg work in the office. Discussion ensued.

Discussion ensued around Emergency Services Advisory Committee.

Mr. Bamsey made the comment that twice this week he's seen people taking pictures of the Fire Station when the bay doors are up and all the equipment is there.

## Bookkeeper's Business

Amy presented the first withdrawal from the Building Maintenance Trust Fund because the mini split project is done. **Mr. Bamsey made the motion for the release of \$50,134.50 from the CVFD Building Maintenance Trust Fund 6583. Seconded by Mr. Vallee. Motion passed 3-0-0.**

Amy said that she has received the correct insurance papers from Evan Butters and Bruno added that we are still waiting for a new quote from him.

She then added that at the next meeting with the Town, she will be sitting with Kathy, in her office, getting onto their system so she can get access to BSNA cause its cloud based and she can start entering vendors. The Town may be signing the contract with BSNA this year, we budgeted for it this year and we would reimburse them. This is so we can start the conversion process and training so that we're ready come January 2025. We will still need to purchase BMSI next year for the audit. She's asked them, they will not pro-rate the program.

The Board of Commissioners' next regular meeting will be held on Thursday, May 30, 2024, at 5 P.M. in the Administration Building. Mr. Vallee will not be attending.

There being no further business to come before the Board, the meeting was adjourned without objection, at 6:00 P.M.

Respectfully submitted,  
Lisa Chisholm  
Office Assistant