

**North Branch Fire District #1
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**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE
PRUDENTIAL COMMITTEE**

Minutes of the Regular Meeting of the North Branch Fire District #1, Prudential Committee, June 11, 2020.

This Meeting, having been duly Warned, was called to order at 12:06 p.m. by Chairperson, Cyndee Frere.

Members Present: Thomas Ferrazza, Daniel Facilla and Cyndee Frere by phone.

Absent: Edward Barber and Brendan Ryan.

Also Present: Bart Howes, Linda Holland and Attorney Paul Giuliani via phone.

Public Comments: None.

Letters: A letter dated June 9, 2020 from Scott Kocher representing the Deerhill Inn. In part, Mr. Kocher is asking that the Committee permit Deerhill Inn to deduct a certain percentage of their water usage in summer, perhaps 20% of the total usage, in lieu of installing bypass meters. Holland will respond to the letter stating the Committee cannot deduct 20% of the usage. All consumers must purchase a bypass meter to determine the fair and accurate gallonage usage.

Dated June 10, 2020 an e-mail from David Schonberger with an incomplete application for gallonage. To be reviewed once the information and contract is complete.

The Committee reviewed a “Composting and Incinerating Toilets Guidance Document” dated February 24, 2020 from ANR-DEC. This document states the contents can be disposed of at a wastewater treatment facility, provided the facility accepts the compost, without the need for a Solid Waste certificate. Zoning Administrator, Tabi Freedman had presented this to Holland. Chief Operator, Bart Howes explained to the Committee that our permit is for our municipal sludge that we produce/generate and does not allow septage or sludge to be taken in. Our sludge has to go through strict lab analysis for all kinds of parameters, so we are not able to take in anything from the outside.

Dated June 2, 2020, from Snow, thirty (30) letters were mailed out informing costumers that the Beacon system is not communicating with our program. The letter gives the consumer 30 days to allow North Branch personal to go in and check the meter.

Dated April 23, 2020 an e-mail from Michael McGillion stating that so long as we are providing notice of the tax sale at least twenty (20) business days in advance of the tax sale, then we can add the delinquent amount before we send the letter stating what they owed. It would also need to be in the Levy and Warrant that gets recorded in the Dover Land Records. Given that information, we would likely schedule the tax sale for the end of July. July 9th. meeting appoint a representative for the Fire District.

Executive Session: Ferrazza moved to go into executive session at 12:20 p.m. to discuss legal and personnel. Seconded by Facilla. Passed unanimously. Ferrazza moved to come out of executive session at 2:08 p.m. Seconded by Facilla. Passed unanimously. **DECISIONS:** After the Prudential Committee conference with Attorney Giuliani, in executive session, Facilla moved to pass and adopt the new Ordinance dated June 11, 2020 and will become effective August 10, 2020. Seconded by Ferrazza. Passed unanimously.

Ferrazza moved to ratify the Prudential Committee's action taken on August 23, 2018, authorizing Paul Giuliani, Esq., to send letters to property owners, including Andirons Redevelopment Company, LLC, advising of the reversion of sewage disposal capacity to the District, as reflected on pages 4-5 of the minutes for the meeting on this date. Seconded by Facilla. In favor: Frere and Ferrazza. Facilla abstained. (was not present for the August 23, 2018 meeting).

Executive Session: Ferrazza moved to go into executive session at 2:12 p.m. for legal matters. Seconded by Facilla. Passed. Ferrazza moved to come out of executive session at 2:37 p.m. Seconded by Frere. Passed unanimously. The Committee asked Holland to contact Giuliani and ask about a separate matter.

Treasurer's Report: Ferrazza moved to pay the monthly bills totaling \$79,128.49. Seconded by Facilla. Passed unanimously.

The Prudential Committee has temporally agreed to pay Rebecca Snow her current rate at (20) hours per week.

Howes informed the Committee that Holland had received a pay request for \$389,884.92 from the State.

Chief Operator's Report: Howes informed the Committee that Kevin Joyce is out of work for the next 2-3 weeks due to a workplace injury.

One of our mixers has been sent out for repair as oil was leaking past a seal. It was sent out now rather than waiting until it completely fails in hopes of keeping the repair cost down.

All of our bond capacity has been reimbursed by the State for the construction project. The AIS and DBA work is complete. Holland and Snow will be able to answer any financial questions in regards to the presence/quantity of deficient funds.

Kingsbury was onsite to repair the bent skimmer arm in the west clarifier. They will return again to finish in the coming month. The remaining items include:

- Level the weirs in both the clarifiers
 - Fix our voltage and amperage meters
 - Re-seeding areas where there is no established grass
- Repair the concrete on the clarifier bridge spacers

I contacted three companies in regards to constructing stairs for the new clarifiers. To date, only one has submitted a price. (R.I. Baker) so I gave them approval to construct them at a cost of \$6,237.00.

Other Business: Revisit the Annual Meeting discussion in July.

Old Business: None.

Meeting adjourned at 2:47 p.m.

Respectfully Submitted:

Linda L. Holland,
Administrative Manager

cc: C. Frere, K. Braunbach, T. Ferrazza, E. Barber, E. Floyd, B. Howes, H. Terhune, D. Facilla, A. Pritcher, A. Palmiter, A. Perkins, A. Havreluk, C. Helmstetter, C. Turpin, G. Henry, G. Golet, Grayghostinn, J. Gooch, J. Eckert, J. Flanagan-Marchese, J. Mahon, J. Densmore, J. Brunen, J. Redd, L. Harkawik, L. Newton, L. Fraser, M. Hamilton, M. Formel, M. Hathaway, M. Garber, P. Fisher, P. Fitzpatrick, R. Reed, R. Caplan, R. Rubin, W. Ruane, S. MacDougall, S. Dupuis, S. Joyce-Albano, T. House, Weathervanelodge, Y. Strus, Deerfield Valley News and Brattleboro Reformer.

Posted: North Branch Fire District #1, Wastewater Treatment Facility & Administrations Building. Dover Town Office.