

**North Branch Fire District #1
78 Dorr Fitch Road
West Dover, VT. 05356**

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Minutes of the Regular Meeting of the North Branch Fire District #1, Prudential Committee, February 11, 2015.

This Meeting, having been duly warned, was called to order at 1:02 p.m. by Chairman Robert Rubin.

Members Present: Robert Rubin, Thomas Ferrazza, Hobie Terhune, Edward Barber and Daniel Facilla.

Also Present: Bart Howes, Rebecca Snow, Linda Holland and Adam Levine.

Public Comment: Mr. Levine came before the Prudential Committee regarding the mandated installation of radio frequency meters in commercial properties. Mr. Levine feels the meter, as well as the installation, should be paid by the Fire District. Rubin stated “everyone pays for the meters, residential as well as commercial.” Rubin went on to state that “many of the commercial meters are nearly forty-one years old, and their accuracy is questionable.” Levine still feels the burden of the cost should be that of the Fire District.

Add the Warning of the Annual Meeting to the Agenda.

Move the Warned Executive Session from 3:00 p.m. to follow Public Comments.

Executive Session Personnel/Legal – V.S.A. Section 313(a)(2): Ferrazza moved to go into Executive Session at 1:25 p.m. to discuss legal matters. Seconded by Barber. Passed unanimously. Ferrazza moved to come out of Executive Session at 1:42 p.m. Seconded by Barber. Passed unanimously. **Decision:** Nothing is to be sent to John West until we hear back from Workmen’s Compensation. However, the Committee authorizes Linda Holland to fill-out Mr. West’s retirement paper work.

Letters: Dated January 16, 2014 copies of a letter to thirty-seven (37) commercial properties mandating that all commercial properties be fitted with new radio frequency meters by December 31, 2015. The advantage of the move to radio frequency is higher accuracy in usage. For those that choose, the Prudential Committee has approved a payment plan allowing the ratepayer up to two (2) years to pay for the meter. Should the owner choose to finance, the interest rate is 3% simple interest.

Dated January 27, 2015 an e-mail from Larry Feldstein stating he may need to have knee surgery in March, so he is not running for Moderator.

Copy of a letter dated February 4, 2015 to Bank of America regarding the delinquent balance due for a property at 9 Sunnyside Road. (MV007)

Dated February 4, 2015 a Notice of Hearing for 69 Airport Road. Hermitage Inn Real Estate Holding Company, LLC, has made application for a Conditional Use review to allow expansion of an existing airport runway, construction of four new airplane hangars and access road. The Hearing is scheduled for February 23, 2015 at 7:00 p.m. in the Municipal Offices at 2 East Main Street, Wilmington, Vermont.

Dated February 3, 2015 a Certificate of Gallonage for Keith Sullivan at 17 Alpine Loop. (AP024A) The certificate is for 60 additional gallons per day for a proposed loft area.

Dated January 12, 2015 a copy of a letter from Carole Fowler, Administration and Compliance Section sending Carl P. Bartlett a Grade 1 Domestic Provisional wastewater operator certificate.

Dated January 12, 2015 a copy of a letter from Carole Fowler, Administration and Compliance Section sending David F. Webber, Jr. a Grade 1 Domestic Provisional wastewater operator certificate.

Minutes: Ferrazza moved to accept the Minutes of January 7, 2015 as submitted. Seconded by Terhune. Rubin abstained. Motion carries in the affirmative.

Treasurer's Report: Terhune moved to approve the monthly bills totaling \$71,137.15. Seconded by Facilla. Passed unanimously.

Ferrazza moved to borrow \$50,000.00 from the Hook-up Account and place in the General Operating Account to pay the monthly bills. Seconded by Facilla. Passed unanimously.

Snow reported that the current Prudent Reserve is \$317,773.68.

Snow also asked the Committee if they would like to have her cover the office when Holland is on vacation. The Committee confirmed that they would like someone in the office during Holland's absence.

Budgets and Annual Meeting Warning: Ferrazza moved to approve the Warning for the Annual Meeting. Seconded by Terhune. Passed unanimously.

The Prudential Committee carefully reviewed the Income, Operating and Capital Budgets. After some changes to the Income Budget, Ferrazza moved to approve all three budgets. Seconded by Barber. Passed unanimously.

Chief Operator's Report: Howes submitted a written report showing the status of the plant in general, including spray hours, flows, temperature, pH, BOD and TSS. Howes also submitted a monthly report on the Route 100 pump station indicating the run hours on the pumps, the effluent and Influent flows.

To date only one applicant has responded to our Certified Operators position. He holds a Grade II Certification and was interviewed today. Ferrazza moved to hire Arthur Wright, III (A.J.) at \$17.00 per hour. Seconded by Facilla. Passed unanimously.

Howes asked the Committee to consider a Credit Card, stating many items can be purchased on line with significant savings compared to local vendors. Tabled.

Executive Session: Ferrazza moved to go into Executive Session at 3:45 p.m. for personnel matters. Seconded by Facilla. Passed unanimously. At 3:50 p.m. Ferrazza moved to come out of Executive Session. Seconded by Barber. Passed unanimously.
No Decisions.

Other Business: The next regular meeting will be held on March 4, 2015 at 1:00 p.m.

Rubin announced that he would not seek re-election to the Prudential Committee. The Committee thanked Rubin for his 17 years of service and wished him the best in the future.

Old Business: None.

Rubin adjourned the meeting 3:52 p.m.

Respectfully Submitted:

Linda L. Holland,
Administrative Manager

cc: R. Rubin, H. Terhune, D. Facilla, E. Barber, E. Floyd, T. Ferrazza, Bart Howes, W. Buswell, Amiee Pritcher, Arlene Palmiter, Donald Albano, Linda Anelli, Adam Levine, Jeannie Flanagan, Deerfield Valley News and the Brattleboro Reformer.

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