

**North Branch Fire District #1  
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West Dover, VT 05356**

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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, May 9, 2019.

This Meeting, having been duly warned, was called to order at 11:58 a.m. by Chairperson, Cyndee Frere.

**Members Present:** Cyndee Frere, Edward Barber, Thomas Ferrazza and Daniel Facilla.

**Absent:** Brenden Ryan.

**Also Present:** Edward Floyd, Richard Werner, Rebecca Snow, Bart Howes and Linda Holland.

**Public Comment:** None.

**Minutes:** Ferrazza moved to approve the Minutes of April 4, 2019 as written. Seconded by Barber. Passed unanimously.

**Letters:** Letters will be reviewed in Executive Session under legal matters.

**Edward Floyd/Technicon P.C./Construction Update:** Floyd stated that we are doing better with some items, other frustrations that we have had have not changed. Floyd went on to say that we need Kingsbury to be responsive. When we send them something to be signed, we need it signed at the time. When we have a change order, and they give us a price, they comment and criticize; we need them to come back at us right away. Weekly meetings really help for us to stay on top of what they need from us and what we need from them. Frere asked “what can you do to facilitate this communication?” Floyd responded “I bug them.” Ferrazza asked “this issue of not being paid by the State, is this being taken care of so that we can start getting money back in from the State?” Floyd responded “we looked back at everything that was on hold and we sent everything in.” Ferrazza “so now the State has everything they need.” Floyd, “I still have not heard that they are not happy.” We wanted to meet this morning we hold weekly meetings while we are under construction, biweekly when we are on shutdown. Matias said to Floyd “boy that is going to be tough, I have to be in Keene on Thursdays.”

**Executive Session:** Ferrazza moved to go into Executive Session at 12:15 p.m. for contractual issues. Seconded by Facilla. Passed unanimously. Ferrazza moved to come out of Executive Session at 12:45 p.m. Seconded by Facilla. Passed unanimously. Decision: Howes and Floyd will work together and develop a letter.

**Richard Werner/Trailsedge Grinder Pump:** Werner explained that at Trailsedge they have a grinder pump system. Werner wondered why they, Trailsedge, had one and no one else did. Howes explained that it was put in before the Mount Snow pump station had a grinder pump. Werner explained the pump station is in a wet area and they experience power problems. Werner would like to be able to eliminate that pump station. Werner is certain it will gravity feed, but will confirm that with an engineer. Werner stated that it probably will not happen this year, but he will budget for it in 2020. Ferrazza moved that as long as it is approved by an engineer and it flows by gravity the Prudential Committee has no problem having this pump station eliminated. Seconded by Facilla. Passed unanimously.

**David Exstein/Seasons Contract:** Mr. Epstein wanted clarification in regards to his contract. Mr. Epstein interpreted the contract to mean the collection system had to be in place, not the bedrooms. Mr. Epstein has two options; he can either mail a check in by Wednesday May 15<sup>th</sup>. in the amount of \$81,900.00 or he can reduce his gallonage request and pay an adjusted figure. The Committee also heard from Larry Slason, attorney for David Epstein requesting information and a two year moratorium. Holland will wait for the check and contract from Mr. Epstein. The Committee also emphasized that they are not willing to stray from their standard contract.

**Brian and Kristina Beckwith Contract:** Mr. and Mrs. Beckwith are adding one bedroom to the rear of the existing single family structure that is already connected to the municipal treatment facility. The home is located at 23 Upper Highlands Loop, Property code HI001. The 120 gpd is \$4,800.00, the inspection fee is \$25.00 and the contract fee is \$300.00. A grand total of \$5,125.00. The Committee agreed to sign the standardized contract, stating Mr. Beckwith will not be accountable for sections that do not apply to him.

**Greenspring Mountain View, LLC Contract:** Greenspring Mountain View, LLC owns a unit located at 42A Greensprings Road, property code GS164. Mr. Most is requesting 120 gallons to construct an additional bedroom in his unit. The 120 gpd is \$4,800.00, the inspection fee is \$25.00 and the contract fee is \$300.00. A grand total of \$5,125.00.

Ferrazza move to approve the Beckwith and Most contracts based on the standard contract. Seconded by Facilla. Passed unanimously.

**Treasurer's Report:** Ferrazza moved to pay the monthly bills totaling \$178,919.45. Seconded by Barber. Passed unanimously.

Facilla moved to ratify the closing of the TD Bank and Key Bank accounts. Seconded by Ferrazza. Passed unanimously.

**Executive Session:** Ferrazza moved to go into executive session at 1:05 p.m. Seconded By Barber. Ferrazza moved to come out of executive session at 1:10 p.m. Seconded by Barber. Passed unanimously. Decision: authorize the Treasurer to make payment.

**Prudent Reserve:** Snow reported that the Prudent Capital Reserve is currently \$6,974.62.

Last Operational check written #29153  
Last Capital check written #1288  
Last Petty Cash check written #880

Ferrazza moved to accept the report of the Treasurer. Seconded by Facilla. Passed unanimously.

**Chief Operator's Report:** Howes reported that all the frac tanks have been removed. The total cost for the frac tanks was \$36,196.60.

Kingsbury resumed construction on May 4th. from the winter shutdown. As of change order twelve the current contractual completion date is January 4<sup>th</sup>, 2020.

Anaerobic mixer one has faulted resulting in our spare mixer being installed. Howes will send out the faulted mixer for repair by the manufacturer.

**Executive Session:** Ferrazza moved to go into executive session at 1:20 to discuss personnel. Seconded by Barber. Passed unanimously. Ferrazza moved to come out of executive session at 1:58 p.m. Seconded by Barber. Passed unanimously. No decision.

**Old Business:** None.

**Other Business:** Set date for Board of Abatement on June 3, 2019 at 7:00 p.m.

Frere moved to adjourn the meeting at 2:01 p.m.

Board of Abatement is June 3, 2019 at 7:00 p.m.  
Next Regular Meeting is June 13, 2019 at noon.

Respectfully Submitted:

Linda L. Holland,  
Administrative Manager

**cc:** C. Frere, K. Braunbach, T. Ferrazza, E. Barber, B. Ryan, E. Floyd, B. Howes, H. Terhune, D. Facilla, J. Mahon, A. Pritcher, A. Palmiter, M. Himelson, L. Anelli, A. Levine, J. Flanagan, C. Helmstetter, Gray Ghost Inn, J. Desrochers, J. Gooch, Town of Dover, J. Densmore,, J. Redd, M. Garber, P. Fisher, R. Reed, S. Dupries, S. Meade, V. Czechorowski, Y. Strus, L. Fraser, A. Perkins, L. Newton, R. Rubin, C. Turpin, R. Parker-Houghton, G. Golet, S. MacDougall, L Harkawik, R. William, P. Fitzpatrick S. Joyce-Albano, R. Caplan, G. Henry, Deerfield Valley News and the Brattleboro Reformer.

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