

**North Branch Fire District #1  
78 Dorr Fitch Road  
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, March 8, 2017.

This Meeting, having been duly warned, was called to order at 1:00 p.m. by Chairman, Hobart Terhune.

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

**Absent:** Cyndee Frere.

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

**Public Comment:** None.

**Letters:** Dated March 7, 2017 at 7:30 p.m. and e-mail from Jeannette Eckert, Town of Dover Assistant Clerk/Office Manager, sending a reminder about the meter not working at the Library and asking if the Fire District could replace the meter. The Committee would like Holland to explain to the Town that the cellular meters we now supply are very expensive and they could perhaps get a better rate for a meter from USA Blue Book, Blake Equipment Supply or F.W. Webb.

Copy of mandated government financial survey for year 2015.

Dated March 1, 2017 from Robert Fillioe, with the Vermont Municipal Bond Bank, requesting a copy of the financials for 2016 needed to complete this phase of the underwriting process. Holland has responded to Mr. Fillioe's request with a copy of the financials and proposed budgets for 2017.

An e-mail dated February 22, 2017 from Thomas Brown, Facilities Engineering Division, stating that the North Branch Fire District#1's design project in the amount of \$280,097.63 has been fully processed internally at the Agency of Natural Resources and is currently being forwarded to the Vermont Municipal Bond Bank for underwriting. The Vermont Municipal Bond Bank (VMBB) has the completed funding authorization packet and will process it. The process can take anywhere from four to six weeks. When the

underwriting procedure is complete, the Fire District, can expect an email with the final loan documents for review and signature.

Dated March 8, 2017 a contract for David and Lauren Cohen to construct two extra bedrooms on lot 6 on the Someday Road. (Parcel ID: SG002E) This residential Building was previously permitted for three bedrooms in a contract with Richard Meduski that will expire June 2017. The hook up fee for the two bedrooms is calculated as follows: 2 bedrooms (4 sleeping spaces) x 120 gallons each = 240 gallons +32 gallons of inflow/infiltration = 272 gallons at the current rate of \$30.00 per gallon = \$8,160.00 plus a \$25.00 inspection fee. Grand total due with the contract is \$8,185.00. Attached to the contract is a copy of the deed as well as a check in the amount of \$8,185.00. Facilla would like it noted that “the original three bedroom contract for 360 gallons at the \$25.00 rate expires on June 20, 2017.” Facilla “should construction not commence by that date you must come in and apply for your extension and pay a \$300.00 fee for this extension. This will go in a letter to Mr. and Mrs. Cohen. “Ferrazza stated that “as long as he does this by June (2017) he has the three bedrooms.” “This project must be under construction by June 20, 2017, in order to not be subject to needing this extension for the original three bedrooms” reaffirmed Facilla. Committee will review the letter composed to the Cohen/s to review before it is mailed out. Ferrazza moved to approve the contract for David and Lauren Cohen including the detailed letter to the Cohen’s. Seconded by Facilla. Passed unanimously.

Holland will research the Duffy contracts as well as the Meduski contracts to determine the gallonage assigned the whole parcel as well as the dollars paid.

**Minutes: Review and Approve the Minutes of February 6, 2017, February 8, 2017, February 15, 2017, February 17, 2017 and February 24, 2017.** The Minutes of February 17, 2017 are revised as follows: Page 1, paragraph 7 **eliminate the sentence The question becomes does Mount Snow owe for the 9,720 gallons difference between the 30 gallons per seat rate and the 50 gallon per seat rate. Replace with, Howes stated “at other municipalities when there is a direct replacement it is based on the ANR rates. On page two, paragraph two, eliminate, Ferrazza moved to table all meter discussion until June 2017. Seconded by Barber. Passed unanimously.**

This motion was withdrawn. Ferrazza moved to approve the Minutes as amended.

Seconded by Facilla. Passed unanimously.

**Treasurer’s Report:** Ferrazza moved to approve the monthly bills totaling 77,877.09. Seconded by Facilla. Ferrazza withdraws the motion. Facilla moved to expend \$76,277.09 with \$435.00 moved from Operations to Capital and \$1,600.00 for A-1 Sewer and Drain Service deducted until further research. Seconded by Ferrazza. Passed unanimously. (Note: paid later in the meeting).

The last Operational check written is check #27847

The last Capital check written is check #1128

The last Petty Cash check written is check #863

Snow reported that the current prudent reserve is \$435,312.06. Howes has a running spread sheet to keep track of Ed Floyd's costs in regards to the proposed expansion. The Committee needs an explanation from Floyd regarding his bill. Howes suggested using the agreement that was signed by the Fire District on December 15, 2016. Howes stated that the Public Hearings were not included in the price. Howes suggested that perhaps Floyd can amend the agreement to include meetings and hearings. Ask Floyd how the charges are working.

Snow also reported that she has researched "government banking" through Key Bank. She will further research the various interest rates Certificate of Deposits for various terms. Facilla suggests laddering the cd's with different expiration dates but that we must ascertain what our needs for the money will be and when in the future.

Facilla moved to borrow from the Hook up account, if necessary, to fund the Operational Account to pay monthly bills and payroll. Seconded by Ferrazza. Passed unanimously.

**Executive Session for Legal Matters:** Ferrazza moved to go into executive session at 2:15 p.m. to discuss legal matters. Seconded by Facilla. Passed unanimously.

Terhune left the meeting at 2:32 p.m.

Ferrazza moved to come out of executive session at 3:32 p.m. Seconded by Barber. Passed unanimously. Ferrazza moved to go back into executive session at 3:34 p.m. to discuss legal matters. Seconded by Facilla. Passed unanimously. Ferrazza moved to come out of executive session at 3:37 p.m. Seconded by Barber. Passed unanimously. DECISION: The Committee decided to have a meeting on Thursday, March 16, 2017 at 1:00 p.m. to discuss and finalized the bond structure. Facilla "we discussed with the attorney the concept of grandfathering. And in the discussion with the attorney, he basically said that it does not appear, in our Ordinance anywhere, that you can grandfather anything. But more than that, he considered it a mistake. He said that the motion that was made, back in 1997, did not include the word grandfather for a certain class. It also differentiates between a certain class and a similar class only, in terms of time, as to how they appeared on a certain list. That is arbitrary since it is a similar class. So, since it only appeared in the letter, not in the motion, and since it was arbitrary, he suggested that we ***not*** go forward with the concept of grandfathering in the future. We should ***not*** go back and try to rectify any of this, but in the future those people that have contracts that are expired or have any mention of gallonage in their deeds, related to any contracts that are expired, and expect to build to come in and take out a new contract, at whatever the then current rate is."

Holland will get information from the Deerfield Valley News for the cost of a full sheet ad, half sheet ad or if it is a column is it by the word or inch. Ferrazza stated that it would be great if both the Brattleboro Reformer and the Deerfield Valley News would send a representative to the meeting, to meet the candidates on March 20, 2017 at the Dover Town Hall at 190 Taft Brook Road at 6:30 p.m. Immediately following is the final discussion, before the vote on March 28<sup>th</sup>, 2017, for the bond.

Ferrazza moved to pay the \$1,600.00 to A-1 Sewer and Drain Service for services rendered last summer, but was not billed until now. Seconded by Facilla. Passed unanimously.

**Chief Operator's Report:**

**Old Business:** Holland to draft a letter to be reviewed by the attorney, as well as the Committee, to anyone with an expired contract stating that no property is Grandfathered, and therefore must come before the Committee for a new contract at the current rate.

**Other Business:** Holland was contacted by Scott Meade, owner of Toll Gate Village stating that he intends to transform Toll Gate Village from a commercial area to a residential area. Holland had contacted David Cherchio, Zoning Administrator regarding this matter. Holland will research this further for the March 16, 2016 to determine the gallonage assigned this property.

**UP COMING MEETING SCHEDULE**

**March 16, 2017 at 1:00 p.m. Special Committee Meeting** 78 Dorr Fitch Road.

**March 20, 2017 at 6:30 p.m. Dover Town Hall** 190 Taft Brook Road meet the Candidates.

**March 20, 2017 at 7:00 p.m. Dover Town Hall** 190 Taft Brook Road Proposed Bond Hearing.

**March 28, 2017 10:00 a.m. – 7:00 p.m.** Annual Meeting Dover Town Hall 190 Taft Brook Road, Dover, Vermont.

Facilla adjourned the meeting at 3:55 p.m.

Respectfully Submitted:

Linda L. Holland,  
Administrative Manager

**cc:** H. Terhune, D. Facilla, E. Barber, E. Floyd, T. Ferrazza, Cyndee Frere, Bart Howes, Ed Floyd, Joe Mahon, Amiee Pritcher, Arlene Palmiter, Donald Albano, Linda Anelli,

Adam Levine, Jeannie Flanagan, Leslie Fraser, Ashleigh Perkins, Laurie Newton, Robert Rubin, Ray Reed, John Densmore, Cliff Turpin, Rolf Parker-Houghton, G. Golet, S. Mac Dougall, L. Harkawik, R. William, Deerfield Valley News and the Brattleboro Reformer.

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