

**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, December 5, 2019.

This Meeting, having been duly warned, was called to order at 12:03 p.m. by Vice Chairman, Thomas Ferrazza.

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

Absent: Brendan Ryan & Cyndee Frere.

Also Present: Rebecca Snow, Bart Howes and Linda Holland

Public Comment: None.

Minutes: Facilla moved to approve the Minutes of November 13, 2019 as submitted. Seconded by Barber. Passed unanimously.

Letters: Legal letter to be discussed under Executive Session.

Edward Floyd/Technicon P.C.: Did not attend the meeting.

Treasurer's Report: Barber moved to approve the expenditure of \$203,678.78 to pay the monthly bills. Seconded by Facilla. Passed unanimously.

Last Operational check written #29491

Last Capital check written #1324

Last Petty Cash check written #883

Last Construction check written #120

The Fire District's current Prudent Reserve is \$ (145,590.07)

The Committee took a few minutes to review the Profit and Loss Sheets. Snow will recheck the engineering to make sure it is posted correctly. There should not be any Step 2, only Step 3.

Briefly discuss the short term loan and perhaps another bond. Will make a recommendation to the voters at the March 31, 2020 Annual Meeting. Ferrazza suggests breaking the loan out into four or six payments. The Committee will come up with a couple options to present to the voters.

Chief Operator's Report: Operations:

Federal Project:

All the interior piping and flow meters have been completed.

Headwork building is nearly completed. Doors and windows have been installed. Louvers and gas detection system need to be installed. (Louvers should be done by next week).

Both clarifiers have been put into service.

The project has the potential to be completed by mid-late December.

The only known additional costs that have not been finalized are the grating for the clarifier splitter box and the stairs to access the clarifiers. An estimate is around \$40,000.00.

Howes will check with the liner installation company to get an estimate on lining the polishing pond. Howes state the costs will be equipment and labor. We have already paid for the liner that is here on site.

Old Contracts that have expired: Deer Meadow/David Cooper:

The Committee reviewed the Green Mountain Bank contract for 1,920 gallons per day at the \$7.00 per gallon rate. This contract was signed December 2, 1992 and expired on December 31, 1999. This contract was to construct four houses, with four bedrooms each on lots 11, 41, 36, and 37. (16 bedrooms total).

The Committee reviewed the Litchfield Financial Corporation contract for 2,880 gpd at the \$7.00 per gallon rate. This contract was signed December 2, 1992 and expired on December 31, 1999. This contract was to construct six houses containing four bedrooms each on lots 32, 33, 34, 35, 38 and 39. (24 bedrooms total)

The Committee reviewed the Lyman and Birgit Cooper contract for 4,800 gpd at the \$7.00 per gallon rate. This contract was also signed December 2, 1992 and expired on December 31, 1999. This contract was to construct ten houses containing four bedrooms each on lots 9, 10, 12, 13, 14, 15, 30, 42, 47 and 48. (40 bedrooms total)

Green Mountain Bank paid a total of \$6,720.00 less a reimbursement of \$1,344.00
Litchfield Financial Corp paid a total of \$10,080.00 and Lyman and Birgit Cooper paid a total of \$16,800.00. The grand total held in escrow is currently \$32,256.00.

Current Act 250 expires on October 1, 2020. Total gallons held 9,600.

Ferrazza stated that we need the State to assist us with these people. None of this gallonage has been used over the last twenty years. The current owner has the options of coming in for a new contract, at the current price of \$40.00 per gallon or, signs the “Voluntary Request for Permit Revocation”. Current balance due, as of this date, is \$351,744.00. Facilla suggests we first ask Paul Giuliani, and then, for the sake of clarity and full disclosure, write a letter to the owners stating the contract for the project expired in 1999. In order for the project to proceed and satisfy the State Act 250 requirements (up for renewal 10/1/2020), the project needs to have an active contract for gallonage with the North Branch Fire District. To achieve that, the parties would need to sign a new contract with the North Branch Fire District. The letter would delineate the current contract and the applicable fee schedule so that the owners are completely aware that, should they need the project extended past the first year, by the end of the third year, the 10% they have paid each year, 10% for the initial contract and 10% each year for the two extensions, (30% of the total contract), would be non-refundable. By the fourth year, the full value of the contract (the remaining 70%) would be due in order to extend the project an additional year. However, if the parties do not feel the project is still viable, their other alternative is to not proceed with the Act 250 process and not sign a new contract for gallonage with the North Branch Fire District, but sign a Revocation of Gallonage and have the monies currently on deposit with the North Branch Fire District returned to them.

Executive Session: At 1:23 p.m. Barber moved to go into executive session for legal matters. Seconded by Facilla. Passed unanimously. Barber moved to come out of executive session at 1:40 p.m. Seconded by Facilla. Passed unanimously.

Old Business: None.

Other Business: A portion of the January 9, 2020 meeting will be deliberative session to discuss the ordinance.

Ferrazza moved to adjourn the meeting at 1:49 p.m.

FYI:

Board of Abatement Meeting December 9, 2019 at 6:00 p.m.

January 9, 2020 at noon the Regular Meeting of the Prudential Committee.

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, 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.