

**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, December 10, 2020.

This Meeting, having been duly Warned, was called to order at 11:56 a.m. by Chairman, Thomas Ferrazza.

**Members Present:** Thomas Ferrazza, Daniel Facilla, Jodi Keeler and John Snow.

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

**Public Comments:** None.

**Minutes:** Howes stated that on page four the paragraph regarding the telemetry system should not have a bullet point, and should be in a paragraph of its own. Facilla moved to accept the Minutes of November 12, 2020 as corrected. Seconded by Snow. Passed unanimously.

**Letters:** Dated November 24, 2020 a request from Allied Public risk regarding the upcoming renewal. Due to the losses on the policy for Public Officials, Allied is requesting a detailed explanation on each instance. This information is critical to the carrier's ability to consider whether they are able to continue coverage on this line of business. The response is to be no later than November 30, 2020.

Dated November 25, 2020 Holland responded to the demand letter with a two page explanation, as well as attachments.

Notice of Nonrenewal of the Public Officials and Management Liability from Allied World Specialty Insurance Co.

Notice from the Wilmington, VT. Board of Civil Authority that they will meet, via Zoom on Wednesday, January 27, 2021 at 5:30 p.m. to hear the case in regards to the subsurface disposal field that their Listers have classified as residential.

Nine reports on the Tax Sale that is recorded in the Dover Town Clerk's Office.

145 Route 100 – Sanpete, LLC: purchased by Joseph Mahon  
2B Waldwinkle Road – Quentin H. Solano, Jr.: purchased by Joseph Mahon  
11I Snowtree Lane – Christopher Mahon & Maryam C. Toosi: purchased by J. McDevitt  
24 Snow Vidda Loop – John & Jennifer Sullivan: purchased by Teddy Hopkins  
1 Sugar Mill Road – Kirk Henin: purchased by Teddy Hopkins  
342 Dover Hill Road – Jeannie Flanagan: purchased by Joseph Mahon  
20 Partridge Run Rd – Patrick & Cynthia Duff: purchased by Joseph Mahon  
9G Snowtree Lane – Deutsche Bank Nat'l Trust Co.: purchased by Joseph Mahon  
41 Mountain View Loop – 41 Mountain View Loop, LLC: purchased by Joseph Mahon

**Chief Operator's Report:** On November 24 we found approximately 2.5 gallons of sand and stone purged out of a vent hole on the west side of the holding pond. In order for material of this size to have come out of the vent, the geotextile fabric underneath must have gotten compromised. Either an animal has dug into it, the fabric was cut when installing the vents, or the gas path got plugged and built pressure until material came out the vent. Ed recommends we just monitor it for any further issues.

Linda informed Josh that you didn't want Administrations doing inspections and going into people's houses with the rise in Covid-19 cases. I asked Linda and she agreed, so I have instituted the same policy for operations until such time as you determine everyone can do it safely again.

Our propane company has decided to add a second tank to the operations building. They wanted to originally remove the old and install a new one with remote reading capability, but the liners and fabric prohibit this. The decision was made to add a second and tie them together. This allows remote reading and makes it so they don't have to deliver propane every couple weeks. The Committee would like clarification regarding how the filling of the tanks work. Are they filling one or are they connected and the level reading is for both tanks.

**Treasurer's Report:** Snow moved to pay the monthly bills totaling \$86,480.48. Seconded by Facilla. Passed unanimously.

Current Prudent Reserve is \$494,802.10.

Holland will add to the Annual Report that the funds in the sleeping space account will go to reduce the amount of funds needed to raise from the "users".

Keeler asked if we had ever considered paying the Bonds off early. The Committee has considered this, but the penalties for an early pay-off were high. Treasurer Snow will research the figures and have them for the Committee in January.

Facilla requested a spreadsheet for the electric accounts. Indicating how much we pay Green Mountain Power and the Solar Company. R. Snow will prepare this for the January 14, 2021 meeting.

**Sleeping Spaces:** Ferrazza updated the Committee about his conversation with Bob Stone in regards to the sleeping spaces. Ferrazza also explained to Stone that the Committee is looking into the fees for sofa-beds and futons. Ferrazza will get back to Stone if the Committee makes a decision, outside Executive Session. Keeler asked if the sofa beds and futons make a difference in plant capacity. Howes stated that if everyone came up right now and stayed full time, more than likely we are over the amount we are designed for. It is so tricky with a transient community, because it depends on how long they stay here and how often. Ferrazza suggested creating a model of two or three businesses and two or three residential units to see what it would actually do to the bill by lowering the rate from \$500,000.00 to \$300,000.00 so that we could actually have something physical to say this would be your bill if we collected this sleeping space from you and lowered your bill. Howes suggested taking last November's bills and create actual numbers. Ferrazza suggested reducing the rate of a sofa bed and futon by 75% make a sofa \$1,200.00 make a futon \$600.00. Howes asked if we were allowed to do that with our current Ordinance. Ferrazza responded that there are no rates in the Ordinance and the Committee has the option to change the rates from time to time. Howes pointed out that the Ordinance states that a futon sleeps one or two and a sofa bed sleeps two. Sleeping spaces are calculated at 60 gallons per person (State regulation) and the rate is \$40.00 per gallon set by the Prudential Committee. Rates are set by the Committee every two years. Facilla suggested using the top 10 to 14 days of peak usage, such as from Christmas to New Year's or perhaps President's week to determine the peak usage for each home/unit or business. That would be the gallonage that would set your rate for the year. This way everyone is paying their fair share, equally, to operate this treatment plant, based on their usage during the peak flow periods. Example: If the rate is \$10.00 per thousand gallons and your peak usage during the 10 or 14 day period was 20,000 gallons you will pay based on the 20,000 gallons and if Mount Snow used 500,000 gallons the rate is still \$10.00 per thousand based on 500,000 gallons. Everyone continues to have the same rate, but at their peak period. Keeler suggested a monthly charge of 500 gallons, as a minimum. Holland asked under the above scenario's how will the master metered units be billed. After a tremendous amount of discussion, numerous ideas and a great deal of deliberation the Committee decided to put this matter before our attorney, William Ellis, due to the wording in the Ordinance.

**Executive Session:** Keeler moved to go into executive session at 2:17 p.m. to discuss legal and personnel. Seconded by Facilla. Passed unanimously. Facilla moved to come out of executive session at 3:13 p.m. Seconded by Keeler. Passed unanimously.

**DECISIONS:** Contact William Ellis to see what we can do regarding different rates for sleeper sofas and futons.

**Other Business:** None.

**Old Business:** None.

Ferrazza adjourned the meeting at 3:15 p.m.

Respectfully Submitted:

Linda L. Holland,  
Administrative Manager

**cc:** T. Ferrazza, D. Facilla, J. Keeler, J. Snow, K. Braunbach, E. Floyd, B. Howes, H. Terhune, 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. 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, J. Snow, Weathervane Lodge, Y. Strus, Deerfield Valley News and Brattleboro Reformer.

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