

**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, January 7, 2015.

This Meeting, having been duly warned, was called to order at 1:08 p.m. by Vice Chairman Hobart Terhune.

Members Present: Thomas Ferrazza, Hobie Terhune, Edward Barber and Daniel Facilla arrived at 1:15 p.m.

Absent: Robert Rubin.

Also Present: Bart Howes, Rebecca Snow, Linda Holland and Thomas Bixby via phone.

Public Comment: None.

Letters: Dated December 11, 2014 an E-mail from Holland to Attorney Thomas Bixby, stating the final offer to John West as decided in the December 10, 2014 Minutes.

Dated January 5, 2015 a letter from Thomas C. Bixby, Esq. to Todd Kalter, Esq. stating that Mr. West has indicated that he is not willing to sign the proposed separation agreement, therefore, Mr. West has been terminated as a Fire District employee retroactive to October 27, 2014.

Minutes: Ferrazza moved to accept the Minutes of December 10, 2014 as submitted. Seconded by Barber. Passed unanimously.

Treasurer's Report: Ferrazza moved to approve the monthly bills totaling \$38,687.26. Seconded by Barber. Passed unanimously.

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

Snow informed the Committee that \$100,000.00 was deposited into the Bank of Bennington for a one year term at .40%.

The Committee was given a copy of the financial reports to take home and review.

Review Draft Letter to Commercial Properties/Install Meters: Ferrazza moved to accept the draft letter, with corrections in regards to the Commercial meters in the Fire District. Seconded by Barber. Passed unanimously.

Executive Session Personnel/Legal: Ferrazza moved to go into Executive Session at 1:25 p.m. to discuss legal and personnel. Seconded by Barber. Passed unanimously. Facilla moved to come out of Executive Session at 3:35 p.m. Seconded by Barber. Passed unanimously. **Decision:** Have Holland contact Attorney Bixby and set up a telephone meeting for either 1:00 p.m. on January 8th or 1:00 p.m. on January 9, 2015.

Ferrazza moved to appoint Bartholomew Howes Chief Operator at his current hourly rate until February 2, 2015 and thereafter, a prorated salary of \$52,000.00 per year. Seconded by Barber. Passed unanimously.

The Committee has also asked Howes to advertise for an Assistant Chief Operator with at least a Vermont Grade II Certification.

Ferrazza moved to go back into Executive Session at 3:37 p.m. to discuss legal matters, via phone, with counsel. Seconded by Barber. Passed unanimously. Ferrazza moved to come out of Executive Session at 3:42. Seconded by Barber. Passed unanimously. **Decision:** No need for a 1:00 p.m. meeting on the 8th or 9th of January. Matters were clarified after speaking with the attorney.

Assistant Chief Operator's Report:

Howes submitted a written report of each monitoring well in the effluent disposal field. Howes reported that the staff is doing great and they both work very hard. A brief discussion regarding the equipment needs of the treatment facility, for budgeting purposes. Howes asked if the Committee wanted spare parts on site or wait for up to 6-8 weeks for the part to be delivered.

Other Business: None.

Old Business: None.

Terhune adjourned the meeting 4:25 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, Deerfield Valley News and the Brattleboro Reformer.

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

