

**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, October 19, 2016.

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, Cyndee Frere and Daniel Facilla.

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

Public Comment: None.

Letters: Dated October 17, 2016 a certified letter from Holland to Mr. Thomas Caravella stating that he has until November 1, 2016 to have a Vermont Licensed Plumber install a meter in his home at 36 Airport Road. (AI008)

From Stevens & Associates a letter dated August 26, 2016, stating a representative of Stevens & Associates was on-site to observe the sanitary sewer service pressure testing for a residence located on Someday Road. The sewer line connecting the building to the existing sewer manhole was leak-tested. Testing of this line by the air method was set-up and performed by the contractor. Testing results indicate this work meets the leakage requirements of the Vermont Wastewater System and Potable Water Supply Rules. (SG002B)

Dated October 7, 2016, a Notice of Appeal, along with the Certificate of Service associated with project issues involving Phase 1 of the Mount Snow Master Plan, relating to the redevelopment of the Carinthia base area.

Minutes: Frere moved to approve the Minutes of September 14, 2016 with the following correction. Page1, paragraph 8, fourth line change the word "old" to "hold". Seconded by Ferrazza. Passed unanimously.

Ferrazza moved to approve the Minutes of October 5, 2016 as submitted. Seconded by Barber. Passed unanimously.

Edward Floyd/Discuss Material for the October 24, 2016 Public Hearing: Floyd presented a sheet indicating the various ways other community's bill for their sewer service. Some have different rates for commercial and residential and some community's use "fixed" fees that are currently higher than the North Branch Fire District fees.

Ferrazza asked Floyd if it would be feasible to take the five million and spread it across all the "users". The cost of construction is \$4,855,521.60. Included in that amount is 100% of the design cost. The total amount of \$4,855,521.60 is reduced by the 50% State grant fees for design. The annual payment at 2% interest would be \$284,573.41 for twenty years. If these fees are only paid by the 1,921 metered users the bill amount would be an additional \$148.19 per year. If the loan is paid by all 3,620 properties within the Fire District the annual bill would be \$78.61.

The shovel ready option consists of taking advantage of the current State program to fund 50% of the design and wait to bid the project until grant money in the form of economic stimulus becomes available. In the past, these projects must be shovel ready. The State would require repayment of the 50% local share starting at year five but it would be at zero interest. The estimated amount to be repaid is \$202,313.50 over five years. If only paid by the 1,921 metered users the bill amount would be \$105.32 per year. If paid by all 3,620 properties within the District the annual bill would be \$55.89. The first payment would be in 2022. The disadvantages of this option are the unknown factors of inflation on the project cost and the probability of equipment failure at the worst possible time.

Floyd was asked what the ramifications would be if the repairs are not made. Floyd responded by saying the State could levy a fine. However, the Fire District is being proactive and the State may take that into consideration.

Terhune asked if they could prioritize the repairs. Howes stated that the only safe items to cut would be the lawn and walkways.

Holland will contact Sarah Shippee to see if she is available to preside over the public hearing on October 24, 2016.

Executive Session Personnel: Ferrazza moved to go into executive session at 2:05 p.m. to discuss personnel. Seconded by Frere. Passed unanimously. Facilla moved to come out of executive session at 2:19 p.m. Seconded by Ferrazza. Passed unanimously.

DECISION: Ferrazza moved to allow Howes to hire Zachary Richter, after performing a second interview. Seconded by Facilla. Passed unanimously.

Review Draft Letter for Priority List & Contracts: Ferrazza moved to approve the “draft” letter to the developers on the Priority List. Seconded by Facilla. Passed unanimously.

Final Review of the Current Priority List Funds: Tabled.

Review the Draft Letter for the Mandated Cellular Meters: Ferrazza moved to accept the letter with the amended figures changing the \$750.00 to \$500.00. Seconded by Frere. Passed unanimously. Holland will e-mail the final draft to each committee member.

Treasurer’s Report: Ferrazza moved to approve an expenditure of \$77,757.59 to pay the monthly bills. Seconded by Barber. Passed unanimously.

The last Operational check written is check #27615

The last Capital check written is check #1103

The last Petty Cash check written is check #859

The Committee briefly reviewed the Profit and Loss and Budget to Actual figures.

Snow reported that the current prudent reserve is \$429,731.78.

Holland will ask Vicki Dejnozka to attend the December meeting.

Review Contract for HI067 a.k.a. 13 Catamount Lane: Tabled until November.

Chief Operator’s Report: Howes submitted a written report regarding the status of the treatment plant, ie, flows, temperature, pH etc. Howes also informed the Committee that the check valve on the RAS pump #2 was replaced at a cost of \$650.00. The gate actuator on the CLR 2 outfall is faulting. Last year a technician reprogramed it but it needs to be repaired again. The crew has been working at replacing this year’s allotment of radio heads with cell heads. This will continue throughout the year. While working on the commitments list, Howes found four houses that need inspecting as they have no water meter and no final house inspection. Holland has been informed so she can perform a house inspection on each one. Howes recommends that all new contracts be placed onto a spreadsheet until the house has been completed, inspected and a water meter installed.

Old Business: Ad Hoc to meet on November 16, 2016 at 1:00 p.m.

Other Business:

Frere moved to adjourn at 3:42 p.m. Seconded by Ferrazza. Passed unanimously.

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.