

**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, November 30, 2017.

This Meeting, having been duly warned, was called to order at 12:05 p.m. by Vice Chairman, Thomas Ferrazza.

**Members Present:** Thomas Ferrazza, Karl Braunbach, and Brendan Ryan.

**Absent:** Cyndee Frere and Edward Barber.

**Also Present:** Ed Floyd, Marci Himelson, Gary Henry, Rebecca Snow, Bart Howes and Linda Holland.

**Public Comment:** None.

**Michael Garber/Contract:** Mr. Garber came in during the meeting and deposited \$10,000.00 toward his contract for 15 additional sleeping spaces. The Committee immediately signed the contract. Mr. Garber has until November 16, 2018 to pay the remaining balance of \$17,000.00. (Total due on contract \$27,000.00)

**Victor Ganzi/Contract:** Holland stated she had E-mailed Mr. Ganzi and Robert Rubin a copy of the proposed contract. To date, no one has contacted the North Branch office regarding this contract. Matter was tabled.

**Letters:** Dated November 23, 2017, from Rebecca Snow, fourteen letters were mailed out notifying homeowners that the Beacon System is not communicating information to the Fire District.

Dated November 28, 2017, from Linda Holland to 400 homeowners a letter notifying them that the "Radio Read" meter in their home/unit will be replaced by the North Branch Fire District #1, at no cost to the consumer. All meters must be "Cellular" by January 1, 2019.

Dated November 14, 2017 a copy of a letter from Attorney J. Paul Giuliani to Michael Gaughan, of the Vermont Municipal Bond Bank, stating "the warning for and the action taken at the November 9, 2017 special meeting authorizing certain public sewer system improvements and the issuance of up to \$4,700,000 of general obligation bonds to defray

the District's shares of the cost of such improvements, together with other proofs, records and certificates deemed necessary and sufficient for the purposes hereof, from all of which we are of the opinion that such proceedings are in regular and due form as prescribed by law, and that such bonds when and if issued in conformity with the statutes applicable thereto, will be general obligations of the District, payable from unlimited ad valorem taxes on the grant list of taxable property in the District, as established, assessed and apportioned by law."

Dated October 23, 2017 a letter from Robert Pelosi, E.I., Design Engineer, Vermont Department of Environmental Conservation, stating the Facilities Engineering Division has completed its review of the documents in regards to the facilities plan for the plant upgrade. The comment period for the Categorical Exclusion from Detailed Environmental Review (CatEx) ended on October 20, 2017.

Dated November 17, 2017 a letter from Holland to Yuriy Strus reminding him to have a Vermont licensed plumber install a water filter and meter in his home as soon as possible. (Note: meter was installed on November 30, 2017).

Dated October 31, 2017 letters to Stephanie Gile, District 2 Coordinator and copied to Terry Shearer, Reginal Engineer, DEC and Bryan Harrington, Environmental Analyst DEC –ANR, with copies of letters giving official notification that allocated sewer capacity has expired and has reverted back to the Fire District due to non-use, as provided in 24 VSA 3625(b)(2). The letters attached were for Boulder Ridge REO, LLC, Peaks 11 Lodge, LLC, Mr. & Mrs. Jeffrey Alter, DBCLLC, LLC, IT Properties and Mr. & Mrs. Michael Reilly.

Dated October 23, 2017 a letter from Chris Tomberg, Environmental Analyst stating "in review of material provided via email and changes captured within the site plan GC5, it has been determined that State Stormwater Permit #6304-9015, covering the North Branch Fire District facility located at 78 Dorr Fitch Road, is no longer applicable.

Dated October 12, 2017 from Warren Foster, Acting District Coordinator regarding the Hermitage Inn Real Estate Holding Company, LLC. The letter authorizes the extension of construction completion for the removal of three ponds and restoration of the stream to its natural condition from October 1, 2017 to October 1, 2018.

Dated November 28, 2017 a Land Use Permit , Administrative Amendment, authorizing the three lot subdivision of an existing 15.81 acre parcel to become Lot A-1, 1 of 5.32 acres with an existing inn/Restaurant; Lot A-1.2 of 2.15 acres with an existing two bedroom house; and Lot A-1.3 of 8.34 acres with an existing four bedroom house. This amendment is for Hermitage Inn Real Estate Holding Company, LLC.

**Minutes:** Ryan moved to approve the Minutes of October 12, 2017 as written. Seconded by Braunbach. Passed unanimously.

Braunbach moved to approve the Minutes of October 26, 2017 as presented. Seconded by Ryan. Passed unanimously.

**Treasurer's Report:** Ryan moved to approve the expenditure of \$147,483.21 to pay the monthly bills. Seconded by Braunbach. Passed unanimously.

Ryan moved to set-up a Capital Reserve fund starting with \$5,000.00 from the S.S. account. Seconded by Braunbach. Passed unanimously.

The last Operational check written is check #28258  
The last Capital check written is check #1186  
The last Petty Cash check written is check #870

Snow reported that the current prudent reserve is \$225,150.16. The Committee also reviewed the Fund Balances and the Profit and Loss Statement.

**Chief Operator's Report:** The new influent weir has been installed and is giving more accurate readings than before. Unfortunately the influent and effluent readings are still too far apart, therefore, Howes has purchased a new flow meter for the effluent as the current meter is 20 years old. The new effluent meter reads comparable to the old meter. This shows that the effluent meter readings are accurate. Howes recommends the District purchase a different type of flow meter for the influent as a cost of approximately \$3,500.00. This new meter will read level and velocity rather than our current meter that just measures level.

Kingswood has clogged their master meter. It was originally installed without a filter/strainer. After the strainer was installed it began working again, but since has stopped. Howes instructed Kingwood to purchase a new meter. Mountain Plumbing picked the meter up on November 27, 2017 and plan on installing it soon. Because this occurred over the Thanksgiving Holiday, another holiday's flows may be considered, through Beacon, to estimate the Kingswood usage for the May 2018 billing.

**Edward Floyd/Update:** Floyd handed out a "cost estimate" sheet for the Committee to review. The current estimated project cost is currently at \$5,036,101.93 an increase of \$187,737.70 from the last estimate. Some of this is because of new regulations such as; the building over the headworks is now estimated at \$51,205.00 but was originally budgeted at \$7,000.00. This building cannot be a wooden structure; it must be a metal building, adding to the cost. Pond piping now has to be ductile iron and has to be concrete encased. Floyd states that the contractor will be on site 3,000 hours over an eighteen month period. Floyd or an associate will be on site 1/3 of the time. Floyd states that he does not need to see seams in the liner welded or watch truckloads of sand coming in. Floyd reminded the Committee that the State, Howes and himself held a 90% meeting this morning. Floyd stated that we will advertise for opening bids at the end of February or the first of March and is looking for construction to start approximately April 1, 2018. This is estimated to be an eighteen month project.

**Employee Insurance/Blue Cross Blue Shield & Health Equity:** Braunbach moved to keep the employee's insurance the same as last year, the Blue Rewards Health Gold Plan

and to also maintain the same Health Equity Plan. Seconded by Ryan. Passed unanimously.

**Gary Henry/Tamarack:** Mr. Henry asked the Committee to stay at the \$7.00 per gallon rate and he stated that he does not feel that this would be setting precedence. Ferrazza explained that the contract for the Tamarack Development expired on April 24, 2002.

Braunbach moved to go into Executive Session at 1:22 p.m. to discuss a legal matter. Seconded by Ryan. Passed unanimously. Braunbach moved to come out of Executive Session at 1:31 p.m. Seconded by Ryan. Passed unanimously. Braunbach moved to review the documents for the Tamarack project on December 11, 2017. Seconded by Ryan. Passed unanimously.

**Deliberative Session:** At 1:34 Braunbach moved to go into deliberative session. Seconded by Ryan. Passed unanimously. Ryan moved to come out of deliberative session at 3:56 p.m. No decisions.

**Old Business:** None

**Other Business:** None.

**FYI**

**December 7, 2017 at 7:00 p.m. Board of Abatement.**

**December 11, 2017 at Noon. Regular Meeting of the North Branch Fire District.**

Ferrazza adjourned the meeting at 3:57 p.m.

Respectfully Submitted:

Linda L. Holland,  
Administrative Manager

**cc:** C. Frere, E. Barber, K. Braunbach, T. Ferrazza, B. Ryan, Bart Howes, Ed Floyd, H. Terhune, Joe Mahon, Amiee Pritcher, Arlene Palmiter, M. Himelson, 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, V. Czechorowski, 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.

