

**North Branch Fire District #1
78 Dorr Fitch Road
West Dover, VT 05356**

Website:<https://www.northbranchfiredistrict.com>

Phone: 802-464-7560 x 110

Fax: 802-464-3040

E-mail: nbfd1@myfairpoint.net

**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, August 8, 2019.

This Meeting, having been duly warned, was called to order at 12:00 a.m. by Chairperson, Cyndee Frere.

Members Present: Cyndee Frere, Edward Barber, Thomas Ferrazza, Daniel Facilla and Brendan Ryan arrived at 12:35 p.m.

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

Public Comment: None.

Minutes: Ferrazza moved to approve the Minutes of July 11, 2019 as submitted. Seconded by Barber. Passed unanimously.

Letters: E-mail dated July 30, 2019 a letter confirming that the North Branch Fire District #1 D-U-N-S number has been updated. The D-U-N-s number is necessary for the “System for Award Management (SAM) for projects seeking funding.

Dated July 15, 2019 a copy of a letter from J. Paul Giuliani to Michael Gaughan of the Vermont Municipal Bond Bank stating, in part, “The District, by action of its legislative body pursuant to 24 V.S.A. §4755(a)(5), on July 11, 2019 increased the amount of indebtedness authorized at said special meeting by the amount of \$75,000.00.

Dated July 17, 2019 an application form submitted for the amount of \$75,000.00 as well as a “Resolution of the Prudential Committee” increasing the amount of authorized indebtedness.

Proposed Act 250 for Boulder Ridge REO, LLC to construct six residential units and associated infrastructure. Written comments must be submitted to Stephanie Gile on or before Wednesday, August 21, 2019.

Dated July 29, 2019 a letter to Boulder Ridge REO, LLC from Linda Holland, informing the owners that the contract with North Branch Fire District has expired and they must come before the Prudential Committee with a new contract. Also copied into the letter are Stephanie Gile, Jeff Svec and the Dover Zoning Administrator.

Dated August 2, 2019 an E-mail from Michael McGillion stating he is working with Boulder Ridge Reo, LLC for their current Act 250 permit and would like to meet with the Prudential Committee. However, he cannot make the August 8th. meeting.

Dated July 12, 2019 a request authorizing People's United Bank to draw funds from the District's Line of Credit in the amount of \$236,484.00 by July 15, 2019.

Dated July 15, 2019 confirmation from People's United Bank that \$236,484.00 was drawn on the District's Bond Anticipation Note and deposited into the proper account. The balance available to the Fire District, after this draw is \$1,263,516.00. (The \$236,484.00 and interest in the amount of \$827.69 totaling \$237,311.69 has been paid).

Ed Floyd/Technicon P.C./Construction Update: We are closing in. The centrifuge is delivered and start up is next week. The clarifiers are down to punch list items. The pond liner we are working on getting approval to impound water, the State has to issue that before we can test for leaks. The liner is in and ready and it passed all tests to date. They took care of all the pieces and parts that were not completed last year. We are good (with the pond) and Floyd is able to certify it. We are just pulling together the documentation. Floyd stated they looked into the long term storage of the Polishing Pond liner and the manufacturer has had no problems with it. The only little glitch is that the Polishing Pond did not need a dam safety permit, but the Holding Pond did and sometimes they (the State) will roll-in an adjacent pond and the current permit expires in 2020. So I am just going to clarify with the State that we can line the Polishing Pond in 2023. Regarding the spray conduit, the electrician is going back to the original design to provide surge protection, so the spray is just about done. As far as negotiating with Kingsbury, they are preparing a spray proposal as well as an asphalt proposal. Kingsbury has been busy and have yet to share the proposed figures with Floyd or Howes. Kingsbury wants to meet and negotiate on the 15th. of August. The only other thing Floyd stated is that "my contract for the plant, with the State, is at the point where I have to set funds aside for a one year inspection. I have money to do that, but I don't have money until they (Kingsbury) get done. So I submitted a bill this month, under Capital in the amount of \$7,000.00 and said it was work beyond the contract not authorized. The requirement of my involvement during the next few months is going to be greatly reduced, as soon as we can clean-up this disagreement. You are not obligated to pay the \$7,000.00. But I do not charge interest so if you want to wait a year and a half to pay it, that's fine. I can keep billing to that and you can set funds aside, or you may never pay it, just get the job done. I have been working here thirty-three years". Ferrazza reminded Floyd that at the last meeting he had asked Floyd "are we going to get any more bills from you?" Floyd had responded that "I am at the end of my contract, so there should be no more bills". Ferrazza, I only ask you that because of the other thing we are dealing

with. Floyd stated that “what I was trying to say is you are not obligated to pay any more of my bills and you are not, that is your option”.

Off Site Data Backup: Tabled until the Committee can review the information presented to them. Place on the September agenda.

Leatherneck Associates, LLC/Contract/Walter C. Bansley, and IV: Tabled until September when we should have a copy of the Wastewater Permit as mandated by the ordinance.

Chief Operator’s Report: Federal Construction

Federal audit showed that this project was supposed to comply with the American Iron and Steel (AIA) and Davis Bacon Act Federal wages. The State incorrectly interpreted our project in the beginning by categorizing us as exempt from these rules. The State is uncertain on what exactly will be done about this. This could have large additional costs for the Fire District as they could make us retroactively pay the higher wages and remove funding from anything not complying with AIS.

The centrifuge is nearly complete. Latest update from Kingsbury has a startup date of August 19th.

Pond Construction: Holding Pond has been lined and tested. We are awaiting approval from the Vermont Dam Safety to impound water.

Operations: Spray pump three burned up. A new pump has been ordered at a cost of \$5,997.00.

VOSHA came and inspected the construction site. They noted the site needs water safety equipment for working around our ponds. What this means is we need to purchase these things as we have to work around the ponds. We need life rings mounted on posts every two hundred (200) feet, life vests and some type of floatation device or skiff for rescue use.

John White handed in his notice. His last day was July 26th. An ad for a new operator has been posted.

Treasurer’s Report: Ferrazza moved to approve the expenditure of \$296,487.86 to pay the monthly bills. Seconded by Facilla. Passed unanimously.

Last Operational check written #29327

Last Capital check written #1312

Last Petty Cash check written #882

The Fire District’s current Prudent Reserve is \$85,373.69.

Hook-up Fee: Per our Ordinance the Hookup Fees must be reviewed every two years, in August. Ferrazza moved to leave the Hookup Fee where it is at forty dollars (\$40.00) per gallon. Seconded by Facilla. Passed unanimously. The Committee felt that there was not a need to raise the hookup fees, at this time.

Executive Session: Ferrazza moved to go into Executive Session at 12:27 p.m. to discuss personnel. Seconded by Facilla. Ferrazza moved to come out of Executive Session at 1:19 p.m. Seconded by Facilla. Passed unanimously. **DECISION:** To keep negotiations open.

Old Business: None.

Other Business: The Committee decided that if a house/building is a danger to the Fire District employees, they are **NOT** to enter the building.

Frere moved to adjourn the meeting at 1:21 p.m.

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.