

**North Branch Fire District #1
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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 10, 2019.

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

Members Present: Edward Barber, Thomas Ferrazza, Daniel Facilla and Brendan Ryan. Ryan had to leave at 1:00 p.m.

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

Public Comment: Add to Agenda, Line of Credit from People's Bank. Facilla moved to accept the Line of Credit from People's Bank in the amount of \$400,000.00. Seconded by Barber. Passed unanimously. Holland will contact People's Bank and request a six month extension.

Minutes: Facilla moved to accept the Minutes of September 4, 2019 as submitted. Seconded by Ryan. Passed unanimously.

Letters: Dated October 4, 2019 a letter to James Murphy reminding him that his contract with the North Branch Fire District will expire on November 8, 2019.

Dated October 8, 2019 from the U.S. Environmental Protection Agency MBE/WBE Utilization under Federal Grants and Agreements this annual report is performed if construction or services exceed \$150,000.00 annually.

Dated September 18, 2019 a Certificate of Substantial Completion for bid item #54, the new centrifuge, including the polymer system and conveyor.

Dated September 5, 2019 from the Vermont Department of Environmental Conservation, Facilities Engineering Division, Dam Safety stating that water may be safely impounded and an attached emergency action plan comments, requesting additional information such as a description of the configuration, dam height, drainage area, etc.

Notice from Paul Giuliani stating that funds can be “borrowed” from the Bond Account but you must always leave enough funds for the upcoming payment.

Edward Floyd/Technicon P.C.: We have just received another pay request so we need to review that. In addition Matias has just sent a notice stating there is an overage on the finished grade amounting to \$90,000.00, according to Matias. The contract states that backfill is included. The fine grading contour change is a very little change. They have until January 8, 2020 to finish the contract. However, we are doing our best to get Kingsbury out of here as fast as we can. Erosion reports have been closed out.

Ryan moved to go into deliberative session at 12:15 p.m. to discuss Bradford Hospitality d.b.a. The Lodge at Mount Snow. Seconded by Barber. Passed unanimously. Ryan moved to come out of Deliberative Session at 12:28 p.m. Seconded by Facilla. Passed unanimously. DECISION: Uphold the our Ordinance and proceed as normal.

Off Site Data Backup: Tabled until November 13, 2019. Holland will contact Arcomm Communications to see if the Fire District can operate from the cloud while they are backing up the system. She will also get prices from both Arcomm Communications and Acronis. Holland will also contact the Town of Dover to see if there are any upgrades proposed as far as internet speed.

Treasurer’s Report: Ryan moved to approve the expenditure of \$388,446.30 to pay the monthly bills. Seconded by Facilla. Passed unanimously.

Last Operational check written
Last Capital check written
Last Petty Cash check written
Last Construction check written

The Fire District’s current Prudent Reserve is \$ 107,870.44

The penalties for early withdrawal from the Bennington Bank Certificate of Deposit, it is six months of interest or roughly \$740.00 approximately.

Chief Operator’s Report: Operations:

Kevin Joyce has accepted our Operator’s position at \$15.50 per hour. His first day was October 7, 2019.

Howes met with Joseph Solomon, our Verizon Government Business Account Manager. He proposed we swap to a public safety account. Our current plan costs \$48.07 per line per month. Changing will reduce it to \$39.99 per line per month. I have to order a new phone for Kevin. John had taken the \$40.00 stipend and we never replaced his phone.

The aftercooler broke on our air compressor. The estimated repair cost is \$1,317.00.

Federal Project: The centrifuge has been completed and turned over to us. The Technician has it set to operate at 50 gpm while producing a 19-20% solids cake.

Lakeside clarifier technician came out September 24, 2019, to sign off on the east clarifier. It was found that the torque alarms on both new clarifiers are not operating. The east, offline clarifier parts will be disassembled and sent out for repair. Once they return, the same will be done for the west clarifier.

Pond Project: Vermont Dam Safety has given permission for us to impound water into the Holding Pond.

Contract 2 has been completed and all funds due to Kingsbury Company, including the retainer have been paid.

Roger Bergeron came down to our September 19, construction meeting and went over the AIS & DBA ruling. He also informed us that contract (the pond project) must also meet these requirements. Howes has petitioned the Water Finance Division to also cover these costs as it was not part of the contract and this contract was funded out of our capital reserves.

Discuss Billing for Bond Payment Due December 17, 2019: Since the billing for the Bond is due mid-year to Committee unanimously agrees to bill 40% in the November 2019 billing. This makes a sound decision showing financial strength.

Executive Session: Facilla moved to go into Executive Session at 1:00 p.m. to discuss contractual matters. Seconded by Barber. Passed unanimously. Facilla moved to come out of Executive Session at 2:25 p.m. Seconded by Barber. Passed unanimously. **DECSION:** After extensive negotiations with Kingsbury, Bart Howes and Edward Floyd the Prudential Committee has agreed to accept change order 21, in the amount of \$147,922.47 for sprayfield electrical conduit. Seconded by Barber. Passed unanimously.

Old Business: None.

Other Business: None.

Ferrazza moved to adjourn the meeting at 2:27 p.m.

Next meeting is November 14, 2019 at noon.

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.