

**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, August 10, 2022.

This Meeting, having been duly Warned, was called to order at 10:00 a.m. by Chairman, Steve Montello.

Members Present: Steve Montello, Bob Stone, Jon Prial and Peter Edwards via Zoom.

Also Present: Deana Covio-Clarke, Bartholomew Howes, O'Sinn Kennedy, Helen Krzeminski, Scott Stein, and James Valente via Zoom. Public attendee was Geraldine Golet.

Public Comments: None.

Minutes: Prial made a motion to approve the minutes of June 8, 2022, Annual Meeting. Seconded by Stone. Motion passed. Stone made a motion to approve the minutes of July 13, 2022. Seconded by Prial. Motion passed.

Letters: A letter from the VT DEC was received closing out a grant from 2019. An email was received from VLCT confirming that ARPA funds requests still need to go through the Town of Dover.

Appoint Treasurer/Treasurer's Report/ Covio-Clarke Report on VLCTR

Webinar: Prial made a motion to appoint Covio-Clarke as Nbfd's Treasurer. Seconded by Stone. Motion passed.

- Montello stated that there was 2.8 million in available cash. 750 thousand is reserved for the capital 30-year plan. 61 thousand in accounts receivable plus another 71 thousand still to be reimbursed by the health savings account.
- Montello stated that work still needed to be done on the Profit and Loss/Balance sheets to have them be useful
- Coveio-Clark presented the information that she obtained from the webinar presented by VLCT for municipalities and finance. She stated a Zoom link will be available once it is edited.

Geraldine Golet presented information she had from Vermont State statutes concerning abatements and other charges such as minimums. She asked for clarification on NB's ordinance concerning these items. Steve Montello made an explanation and was further clarified by James Valente. She thanked the Prudential Committee for the work that they have done.

Monthly Updates: Several tasks were assigned to keep track of and update the board on the progression of those tasks, monthly. These are to include customer data, meter

information, billing, contracts, closings, and funds holding in the priority account. Data for August was presented.

Rates Discussion: Montello suggested the Prudential Committee look at the hookup fees of neighboring towns. He stated that he did not want to discourage growth due to high fees. It was decided not to lower the rates at the present time, but to evaluate again later.

Chief Operator's Report: Howes presented the following report

- I have signed an agreement for Fuss & O'Neill to be our dam engineer for the 2022 & 2023 inspections. They have also agreed to be our Technical Representative in our Dam Emergency Action Plan.
- We have begun replacing the non-communicate and CDMA endpoints. Administrations has created a schedule on or server for us to swap them.
- Evans Construction has come and repaired our CLR rotor pads that had cosmetic concrete breaks.
- Monadnock Fence stated they could come until late Aug, early Sept to repair our fence and gate.
- Spencer has his grade 1 exam scheduled for 8/9.
- During our manhole inspections this year we found 5 that needed minor repairs due to the ring being displaced. The crew has begun repairing them.
- Our alum chemical feed line has clogged. We will attempt to dig it up by the driveway to determine if we can unclog it once some parts arrive.

Old Business: Prial gave an update on the findings of the Solar project. He thanked O'Sinn Kennedy for his work on the data to be presented to the other interested parties of the project.


New Business: Montello stated that he wanted letters to go out to all the restaurants in the district asking for their permitted use (of seats) so that we could check with our system to see if they have been updated. It was noted that many establishments have added outdoor seating or expanded but have not notified North Branch of any additional seating.

Executive Session: Edwards made a motion to go into executive session, to discuss personnel and legal issues at 10:50. Seconded by Stone. Motion passed. The Prudential Committee came out of executive session at 11:00.

Decisions: None

Montello adjourned the meeting at 11:00.

Respectfully submitted,


Helen Krzemiński

Assistant Clerk

The next, regular meeting of NBF#1's Prudential Committee is on September 14, 2022, at 10:00 a.m.

Posted: North Branch Fire District# 1, Wastewater Treatment Facility building and Administration's building, Dover Town Office and www.northbranchfiredistrict.com.