

**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, March 9, 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, and Ken Westby.

Also Present: Helen Krzeminski and Bartholomew Howes. Public members: Tom Ferrazza and James Valente via Zoom.

Public Comments: Tom Ferrazza expressed concern that a North Branch board member was acting as Treasurer. He read some of the content from 1V.S.A. § 126 and 17 V.S.A. § 2647. Ferrazza said there was a look of impropriety and that members of the public had also expressed concern. Montello stated that there had been no inquiries or concerns expressed to North Branch, by any member of the public. He also added that Ferrazza was the only public member who attends any of the meetings. Ferrazza said he understood the situation, but that he felt it needed to be rectified and suggested expanding the search to replace the treasurer.

Minutes: Stoned moved to approve the minutes of the February 9, 2022, Regular meeting. Seconded by Westby. Motion passed.

Letters: A letter was sent by North Branch to W&B Property Management, asking for cooperation on obtaining email lists of homeowners, in the associations, they maintain.

Chief Operator's Report: Howes presented the following report.

Operations

- On Feb 14 we had a sewer overflow of approximately 500 gallons from a privately owned manhole near Snow Lake Lodge due to a clog further down in our municipal sewer line. We had a pumper truck empty the backup and had jetter truck relieve the clog.
- I contacted Ed Floyd of Technicon about submitting a cost estimate for the engineering of the polishing pond liner replacement. That request was two parts. First estimate to include any preliminary testing and surveying, permits, needed

including preparing bid documents. Then a separate estimate for overseeing the construction.

- I've attached my capital budget for the next fiscal year.
- Our truck and plow were brought to Tom's Motors for repair. The truck needed brakes and the plow was having electrical issues. I have been hiring Swiss Alps to plow as needed. Unfortunately, the plow and truck still need more work. The alternator that was just replaced is not working properly. It will have to go back to Crawford's Auto where it was replaced to be fixed under warranty. Then the plow should go back to Auto Mall for them to diagnose and fix if we go that route. This truck was scheduled to be replaced in 2021 and has been nothing but problems the last 6 months. When I go down to Auto Mall, I would like to trade it in, pending availability of a new one.
- I contacted the Indirect Discharge program, Act 250, and ANR Regional Permits about extending our sewer lines and allowing hookups outside our District.
 - ID stated they would need an exact plan to weigh in. The factors they would look at are the expected flows from the extension, our uncommitted reserve capacity, and our treatment capacity. They do not have an answer about expanding outside our District.
 - ANR Regional Permits stated we would need a permit from them which requires an engineer and an exact plan. Their program does not get into expanding outside the district.
 - ACT 250 has yet to respond.
- I have attached RFP's for replacing the digester air piping, spray valves in our basement, domestic water pressure tank, and for RT 100 PS pump and check valve. I plan to also have the concrete repaired in our CLR's and the fencing around the facility this year. These two items I feel could be handled by just calling a couple contractors for estimates and hiring one of them.

Montello asked Howes to get a trade in value for the truck.

Montello asked for confirmation, from Howes, that the week between Christmas and New Year's, was a peak week for usage.

Treasurer's Report: Westby stated he had no P&L to report, due to having loss of staff and two-week loss of Quick Books but should have it at the end of the month. He stated that North Branch would be switching to an accrual basis at the end of April. He stated he will be working with the accountants to make the adjustments needed.

Montello added that North Branch is working to revise the bills being sent out, so that they are more informative and clearer. He stated that a monthly statement via email will help with collections and North Branch is working to implement a system for that.

Solar Project Update: Westby said he spoke with Rich Werner about concerns he had for North Branch's loss of credits. They plan to meet end of April to review the project and Westby said he should be able to present an update in a couple of months. Montello

stated that North Branch needs to be a participant at River Valley Unified School District's meetings, if we are on the agenda, to be included in the discussions about the solar project.

Old Business: Montello stated that Prial had generated a letter, on behalf of the Fire District, to be published in the Deerfield Valley News. The letter was to update the public on the new ordinance going into effect on March 15, 2022.

Montello stated he was working with staff, to clean up outdated contracts. He stated that, recently, an agreement had been reached, with Gary Henry, Tamarack Development Corporation, to close a contract open since 2000.

Montello stated that there has been an increase in building activity, with many inquiries and letters of intent (to purchase gallonage) going out.

New Business: None.

Executive Session: Stone moved to go into executive session, to discuss personnel and legal issues at 10:30. Seconded by Westby. Motion passed. The Prudential Committee came out of executive session at 11:05.

Decisions: No decisions were made, no actions taken.

Montello adjourned the meeting at 11:07.

Respectfully submitted,

Helen Krzeminski
Helen Krzeminski
Administration

The next, regular meeting of NBFD#1's Prudential Committee is on April 13, 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.