

SOUTH ALBURGH FIRE DISTRICT NO. 2
REGULAR MEETING
Monday, October 16, 2023 at 6:30 PM

Present: Prudential Committee Members John FitzGerald, Alton Bruso, Tony Speranza via phone
Admin. Assistant Danielle James Choiniere

Guests: Kathy Rochedieu, Cheryl Dunn

Meeting was called to order at 6:32 PM by Chair John FitzGerald.

AGENDA ADJUSTMENTS

Adding discussion on treasurer and bank statement viewing.

MINUTES

Alton Bruso motioned to approve September's meeting minutes as printed. John FitzGerald seconded, motion carried. So approved.

VISITOR INPUT

Not anything that couldn't fit under later agenda items.

TREASURY REPORT & WARRANTS

Village Treasurer/Clerk Cheryl Dunn put together warrants and bills to be approved, along with matching unsigned checks. More bills have been received since the warrant was printed. IRS bill for \$9.26, \$53,277.11 to Wilmington Trust for annual permitting loan, \$345 to Endyne labs for water testing, \$339.64 to ACS Aviation for easement and project work, \$1,942.50 to attorney firm Monaghan Safar. \$55,913.51 was motioned for approval by John FitzGerald. Alton Bruso seconded, all in favor. So approved. New NEMRC software is working well!

PHASE II UPDATES

Tony Speranza had a handout and updated he's finished as a consultant. John FitzGerald hasn't heard back from the state regarding grant reimbursements and is going up the chain of command.

Tony Speranza updated the bidding progress proposed for spring 2024. New focus will be signing up at least the minimum number of users necessary for the project's viability. Committed campgrounds will also count toward these minimums. Within Tony's handout was the list of connections promised to some in exchange for their easements. These will count toward user totals if they will be active water users. The board is working with the last two easements required.

WATER OR OPERATIONS ISSUES/ PHASE III/ CORRESPONDANCE/ MISC

Alton Bruso felt strongly about having a five-member board. Tony and John stated the district has a hard enough time finding personnel (treasurer, active clerk) and when his term is done next year, his position will be open. Tony also expressed interest in resigning once the project was on good footing. They also felt more board members would slow progress down- i.e. catching them up with decade's worth of history, working through discussions, etc. Time could be better spent working on hooking up future users than finding additional board members.

As it would need a vote of the district's people, Alton Bruso was going to work on a petition which he, anyone, has the right to do.

WS264- New user request for Phase I. She had filled out the allocation and connection forms only, with payment for each. Alton Bruso motioned to approve these forms and would expect the other forms to be completed. John FitzGerald seconded, all in favor. So approved.

Cheryl Dunn said she's working with the village trustees on superintendent Jason Beaulac providing monthly user/meter reports to keep the district informed when he cannot attend their meetings. She also presented a delinquent user list. John FitzGerald said he would work with clerk Shirley FitzGerald on drafting a pre-shut off letter to two accounts which had balances over \$3K.

John FitzGerald motioned to inactivate Timeline 0804's debit service account once their balance was paid in full as there is no structure in place using water. Alton Brusco seconded, all in favor. So approved.

John FitzGerald asked Kathy Rochedieu if she would become their treasurer. She would be responsible for a monthly treasurer's report, signing checks, etc. She was hesitant because of a future two-month absence, which the board said was fine. Village treasurer/clerk Cheryl Dunn could still do regular deposits and warrants as an assistant. John FitzGerald motioned to appoint Kathy Rochedieu as the district's treasurer. Alton Brusco seconded, all in favor. So approved. John FitzGerald motioned to appoint Cheryl Dunn as assistant treasurer. Tony Speranza seconded, all in favor. So approved.

The board considered doing a new newsletter to email/mail.

ADJOURN

John FitzGerald motioned to adjourn at 8:12 PM. Alton Brusco seconded, all in favor. So adjourned.

Respectfully submitted,
Danielle James Choiniere

These minutes are draft only, not slated for approval until the next board meeting in November.