SOUTH ALBURGH FIRE DISTRICT NO. 2 REGULAR MEETING
Monday, December 19, 2016
6:30 PM
Alburgh Town Conference Room

Present: Prudential Committee Members John Fitzgerald, Alton Bruso, Tony Speranza
Treasurer Richard Ernst
Admin Assistant Danielle James Choiniere

Guests: Jeremy Rathbun & John Ashley (at 7:25 PM)

Meeting was called to order at 6:40 PM by Chair John Fitzgerald. Tony was welcomed as the newest member on the Prudential Committee, appointed by the Town Select Board.

ADJUSTMENTS TO AGENDA
Visitor input was moved after some business.

APPROVAL OF MINUTES
Richard Ernst motioned to approve draft minutes from 11/21, Alton Bruso seconded. All in favor, motion carried.

TREASURER'S REPORT / INVOICES

People's United Bank	$22,928.54 (Operating Account)
	$1,002.46 (Project Account)
	$98,404.10 (Savings/Capital Funds)

$3,974.08 to Alburgh Village for quarterly purchase of water
$1201 to VLCT for Property & Casualty Insurance
$18.80 for forty U.S. stamps

Alton Bruso motioned to approve the treasurer's report as written, Tony Speranza seconded, all in favor. Report approved.

Alton Bruso motioned to pay the above invoices totaling $5,193.88. Tony Speranza seconded, all in favor. Warrant approved.

TAXATION
The board wanted to have NEMRC program and update Tax Admin to be able to produce and accept bills.

LETTER REQUEST – WS455
A letter was requested by the property owner to be sent to the Vermont Department of Environmental Conservation. It was to be filled out by superintendent Jason Beaulac verifying the water system was inspected and tested to comply with applicable rules and permit conditions. The superintendent already fills out a checklist verifying such information and has never been called upon to issue a letter to the state stating such.

The board discussed the matter and asked the Admin. Assistant to send the property owner a copy of the Consumer Connection Checklist the superintendent approved in April of 2016. If anything else is required by the state, the board will perform such functions when the property's delinquent balance is recouped.

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EMPLOYEE RATE/REPORTING
The board acknowledge the Admin. Assistant could be paid for 30 of 52 weeks worked so far. Admin. Assistant to work with Treasurer Richard Ernst to make sure quarterly and monthly government reports and fees are filed and distributed.

VISITOR INPUT
Jeremy Rathbun and John Ashley of DuBois & King attended the meeting to introduce themselves to the board, present information on municipal services, and answer any questions the board may have. The board had mentioned Rural Development's SEARCH grant and Jeremy said he was familiar with it. It is to help research potential water projects for certain communities and he feels Alburgh is a good fit. The grant will cost the district nothing and up to $30K in funds are available. The due date is January 30th and a member of the SAFD2 board would need to help provide data.

Phase II was discussed and various options for routes. Other funds from the state's Drinking Water State Revolving Fund may be available, but with some costs/stipulations.

Alton Bruso motioned to hire DuBois & King to apply for the grant on behalf of the district. Tony Speranza seconded, all in favor. Motion carried.

CHLORINE PUMP/SAMPLING PORTS
It's possible the installation of one of these components may be included in a future DWSRF grant.

WATER ALLOCATIONS – WS359
Because this property has two ERUs, but only one ERU was applied for by the property owners, the board is researching charging them a second connection fee.

WATER RATES / OUTREACH TO WEST SHORE RD RESIDENTS
Tabled.

SELECT NEW ENGINEERING FIRM
Tabled.

ADJOURN
Alton Bruso motioned to adjourn the meeting at 9:15 PM. Richard Ernst seconded, all in favor. Meeting adjourned.

These are draft minutes not scheduled for approval until January 16th.

Respectfully submitted,
Danielle James Choiniere

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