

SOUTH ALBURGH FIRE DISTRICT NO. 2 REGULAR MEETING

Monday, July 21, 2014

7:00 PM

Alburgh Town Conference Room

1. Call to Order
2. Agenda Review
3. Approval of Minutes
 - a) June 9, 2014 Special Meeting
 - b) June 9, 2014 Annual Meeting
 - c) June 16, 2014 Regular Meeting
 - d) June 23, 2014 Special Meeting
 - e) July 7, 2014 Special Meeting
 - o *Action: Discussion and Vote*
4. Treasurer's Report and Warrants
 - o *Action: Discussion and Vote*
5. Meters
 - a) Review of bids received
 - b) Review of alternative procurement and installation option
 - o *Action: Discussion and possible vote on contract acceptance or other procurement and installation approach and associated follow-on steps.*
 - c) Review of Small Purchase Nos. 2 and 3 (Direct Purchase of Meters and Equipment)
 - o *Action: Discussion and possible vote on proceeding with direct purchase*
 - d) Review Procedure Needed to Purchase Meters for New Connections
6. Steps Required Before Water System Operation
 - a) Status update on Permit to Operate – still on target for July 25th issuance
 - b) Review Schedule of Rates and Special Charges
7. Phelps Project/Construction Progress Report
 - a) Review of Overall Construction Progress
 - b) Review of Project Cost Summary and Estimate to Complete
 - o +/- 1,500 linear feet remaining as of June 30, 2014
 - o Project Contingency Remaining: \$42,000
 - c) Review of Project Schedule
8. Steps to Finalize Ordinances - Comments from ANR
9. Public Outreach
 - a) Letter to Customers – Steps to Connect to the Public Water System
 - b) Potential New Connections
 - c) Consider Sending a Notice to Local Realtors?
10. Public Comment
11. Adjourn Meeting