

SOUTH ALBURGH FIRE DISTRICT NO. 2 REGULAR MEETING

Monday, August 18, 2014
7:00 PM

Alburgh Town Conference Room

1. Call to Order
2. Agenda Review
3. Approval of Minutes
 - *Action: Discussion and Vote*
4. Treasurer's Report and Warrants
 - *Action: Discussion and Vote*
5. Meter Installation Process
 - *Action: Discussion and Vote*
6. Planning for Transition to Operations
 - a) Long Range Plan
 - *Action: Assign tasks*
 - b) Coordination with Alburgh Village
 - Volume of water used for system startup
 - Volume of water used for customer use
 - Billing System
 - i. QA/QC on property list
 - ii. Meeting with New England Municipal Resource Center (NEMRC)
 - Administrative task split and transfer
7. Ordinance and Possible Other Document Recording
 - *Action: Discussion and Vote*
8. Phelps Project/Construction Progress Report
 - a) Substantial Completion of Project Achieved on August 14, 2014
 - One-year warranty is initiated (for all work completed)
 - Review Construction Punch List
 - Certificate of Substantial Completion
 - *Action: Discussion, Vote and Sign Certificate*
 - b) Munson Change Order Nos. 5 (Additional work for service line to Alburgh Golf Links)
 - *Action: Discussion and Vote*
 - c) Munson Change Order Nos. 6 (Meter Pit Protection)
 - *Action: Discussion and Vote*
 - b) Munson Pay Request No. 8 (for work through Substantial Completion)
 - *Action: Discussion and Vote*
 - b) Timing for New Connections under Project Costs
 - c) Project Funding
 - Single Audit Requirement
 - Estimate to Complete (for Interim Loan)
 - Status of State Approval of Phelps Amendment No. 4
 - Funding Pay Request
9. Offer of Extended Payment Plan for Connection Fee
 - *Action: Discussion and Vote*
10. Repaying Outstanding Original Deposits to Individuals
 - *Action: Discussion and Vote*
11. Public Comment
12. Adjourn Meeting