

SOUTH ALBURGH FIRE DISTRICT NO. 2 REGULAR MEETING

Monday, September 15, 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. Long Range Plan
 - *Action: Discussion and Finalize*
6. Planning for Transition to Operations
 - a) Distribution Testing Needed in September
 - b) Coordination with Alburgh Village
 - Letter to Village with Estimate of Initial Water Usage
 - Billing
 - i. NEMRC and Meter Reader training and setup
 - ii. Schedule
 - iii. Active connections and special billing
 - Administrative and technical task procedures and responsibilities
 - *Action: Discussion and Assign Tasks*
7. Phelps Project/Construction Progress Report
 - a) Status of Punch List
 - b) Status of Construction Certification/Record Drawings
 - c) Status of Connections
 - Properties Connected
 - Schedule for Installation of Meters in Meter Pits
 - d) Outstanding Landowner Concerns
 - 29, 31, and 33 West Shore Road
 - 141 West Shore Road (meter pits in front within ROW)
 - e) Project Funding
 - Status of Approval for Change Order Nos. 5 and 6
 - Total Project Costs and DWSRF Loan Amendment Request
 - Single Audit Requirement
 - Estimate to Complete (for Interim Loan)
 - Status of State Approval of Phelps Amendment No. 4
 - Status of Phelps Accounts
 - Funding Pay Request
8. Repaying Outstanding Bonds to Individuals
 - *Action: Discussion and Vote*
9. Open Phase II Dialog
10. Public Comment
11. Adjourn Meeting