

South Alburgh Fire District No. 2  
February 15, 2016

Present: Prudential Committee members Paul Hansen, John Fitzgerald  
Clerk Judy Higgins  
Treasurer Richard Ernst  
Admin Assistant Danielle James Choiniere  
Guest Dan Williams

Meeting was called to order by Chair Paul Hansen at 6:42 pm.

**AGENDA ADJUSTMENT**

Add Loan Amendment Request.

**APPROVAL OF MINUTES**

John Fitzgerald motioned to approve minutes from 1/18/16. Richard Ernst seconded, all in favor. Motion carried.

**VILLAGE MOU AGREEMENT DISCUSSION**

Tabled—village trustees did not have a quorum.

**TREASURER'S REPORT & WARRANTS**

<u>People's United Bank</u> balances as of 2/12:	\$49,532.74 (Operating account)
	\$1001.03 (Project account)
	\$84,651.62 (Savings/Capital Fund)

<u>NorthCountry Federal Credit Union</u> balances as of 2/12:	\$0 (Operating account)
	\$0 (Project account)
	\$50 (Regular shares)

Since the \$50 balance at the credit union wasn't going to change, the committee decided they would only need a report on the account balance if it changed from \$50.

Auditor Fred Duplessis has been working on the audit and is pleased so far. He recommended bills be opened, looked at, and initialed by someone other than Treasurer Richard Ernest, and Danielle James Choiniere can perform that function. The audit is due by the end of April.

**\$887.04** needed to pay Village for Admin. Assistant's two month's salary.

**\$2,329.06** needed to pay Village for 4<sup>th</sup> quarter water.

**\$1,803.91** needed to pay Beaulac Excavating for repairing blow-off a car had struck (driver's insurance will hopefully cover)

**\$9.80** was paid for buying stamps.

John Fitzgerald motioned to pay the expenses listed. Seconded by Judy Higgins, all in favor. Motion carried.

Richard Ernst asked if the recently installed 8 water meters were reimbursed. He also asked if John Fitzgerald was going to be the new signer for warrants when Paul Hansen leaves. Judy mentioned back in September, John was voted in as an alternate signer.

**SAFD2 OPERATIONS & MISC**

WS359 & WS411 may have second ERUs. Jason will be asked to watch their usage, and if they're being rented, they'll likely need to be billed.

Resident of WS455 claimed he did not receive bill that was due in December, and did not want to pay late charges. He also wanted to pay once a year. The board said if the bill was not returned to the office, it is not their responsibility to wave penalty/interest. Judy pointed out the same resident had complained about late fees during 10/19/15 meeting and would have had to have gotten the bill to see those charges. Prepaying would more than likely be OK, but check with billing clerk Ameer Gotshall to be sure.

WS240 resident called to inquire about the district's plan for a hydrant(s). The nearest to him is at the north start of West Shore Rd and his insurance rates, because no hydrants are in close proximity, are increased. The district does not currently have plans to install any, and couldn't on their lines because the pipes are too small in diameter to feed an appropriate amount of water. They expressed the homeowner could install their own connected to the lake.

Water samples in some homes had tested higher than normal for lead and copper. It was not a fault of village water, nor district pipes, but those pipes found in the homes. Jason Beaulac will need to devise a sampling plan to make sure future water samples come out clean. These homeowners are to be notified of the results so they're aware of their pipes' shortcomings.

#### **NEW PRUDENTIAL COMMITTEE MEMBER**

Introductions were traded with Dan Williams of Wagner Point. It was determined the Town Select Board needs to appoint someone to the vacancy left by George Tulissi. Dan Williams attended the meeting to formally express his interest in the position. Action will be taken to put on the Select Board's next agenda to appoint him.

#### **REVISED TOTAL COLIFORM RULE PLAN DUE 3/31/16**

Jason Beaulac working on.

#### **MAILBOX BY TOWN'S/VILLAGE'S/FIRE DEPT.'S**

Pending approval, the district is looking to place their own mailbox near the municipal building. A quote for \$247.97 was examined. Per the e911 coordination, the district will probably acquire a new address. Tabled until approval, an address is finalized, and model determined.

#### **DISTRICT EXPANSION & DISTRICT TAXATION**

Board discussed various mailing options. Judy Higgins was stopping to a Staples store to get more information, and how much they would charge for printing addresses and return postcards, et al.

#### **NEW ENGINEERING FIRM EXPLORATION**

Tabled.

#### **ADJUSTMENTS TO THE AGENDA – LOAN AMENDMENT REQUEST**

The amendment was submitted to the state and is currently in the hands of Ashley Lucht.

#### **PUBLIC COMMENTS**

None!

#### **MEETING ADJOURNED**

Richard Ernst motioned to adjourn meeting at 8:47 pm. John Fitzgerald seconded. All in favor. Motion passed.

Respectfully submitted,  
Danielle James Choiniere

These are DRAFT minutes not scheduled for approval until the regular meeting March 21<sup>st</sup>.