

South Alburgh Fire District No. 2

April 21, 2014 Meeting Minutes

Present: Prudential Committee members Judy Higgins and John Fitzgerald, Treasurer Dick Ernst, Clerk Laura Buel, Phelps Engineers John Kiernan and Robert Clark. Guest: Jason Beaulac

The meeting was called to order at 7:20 pm.

Jason Beaulac

Jason Beaulac, who operates the Town of Alburgh Village water system attended the meeting so that he and the SAFD#2 could explore the feasibility of Jason assuming the duties of operating the SAFD#2 system in addition to his Village duties. The partnership makes sense to both Jason and the district and Jason participated in several of the evening's agenda discussions. By the end of the evening there was a mutual agreement that we will continue toward working out an Operator Agreement with Jason and the Town of Alburgh.

Phelps Engineering Report

Operating Permit from Vermont Department of Environmental Conservation -

The District must obtain a permit before it can begin supplying water to its residents. John Kiernan reviewed a letter from Jim Siriano from the Drinking Water and Groundwater Protection Division outlining the steps we need to complete before a permit can be issued. These include: complete the By-laws and Water Ordinance and hold a public meeting, submit a 5-year Operating Budget including an Operator Agreement, and develop Water Quality Sampling Plans. Jim Siriano will attend the May 19 meeting and on that day he will look at the system and come up with a routine monthly sampling location.

The Village will meet May 6 to finalize their documents now that Jason has agreed to include our duties in his schedule. The District needs to schedule a work session with the Village Trustees to work out an operating agreement. The District will pay a percentage of Jason's salary that represents the increase in work for him. Extra expenses incurred by individual users for seasonal shut-off will be billed to the user.

Updated Contractor Schedule -

Munson Earth-Moving will have completed each section through the testing and disinfection step according to the following schedule:

Section 1 - to Truck Route	May 6
Section 2 - to Middle Road	June 18
Section 3 - through the South End	July 7
Section 4 - Mud Point	July 11

The conflict with Fairpoint Communications utility lines has been worked out. Fairpoint has scheduled a work order to reroute their lines in the middle of May.

Alburgh Golf Links Construction and Negotiations -

Construction to supply water to the Bazin home and the Golf Links Clubhouse is difficult. The ledge requires an open cut and archeology work will be required. This impacts the discussion about how many ERUs will be assessed to the properties. The total cost for the archeology work will be \$4000 for first 300 ft that would be the District's responsibility, and \$3500 for the remaining 700 feet owned by Luke Bazin. The state water permit for the Clubhouse provides for water usage equal to

10 single family homes. Luke Bazin rejected our offer of 4 ERUs for the Clubhouse and 1 ERU for the residence. Instead Mr. Bazin counter-offered 3 + 1. The Board discussed the options and came up with the following proposal: Mr Bazin can choose between 4 + 1 ERUs and pay \$3500 for his part of archeology expense or 3 + 1 ERUs and pay the entire \$7500 of archeology expense.

Service Connections -

Meter Contract - Phelps is recommending that all seasonal properties have meter pits installed to facilitate spring and fall property winterization. Phelps has changed the plans for the contract to install individual service meters and the meter pits that some of the properties require. Rather than try to find a contractor that is prepared to do both jobs, or find a plumber to do the former and an excavator to do the latter, Phelps has asked Munson Earth-Moving to take over the meter pit portion. This means we will only need a separate contract with a plumber to install the individual service meters. This will necessitate a change order to the contract with Munson.

Radio-Read Meters - Do we want to spend the money for radio-read meter reading equipment? This is a good idea in that it dramatically reduces labor time and costs. The Board decided this is desirable if Alburgh Village agrees.

Capacity Determination Checklist -

John Kiernan passed out a 4-page checklist from the Vermont Department of Environmental Conservation that we need to complete before we can receive an operating permit. It is called the Capacity Development Evaluation for Community Water Systems and asks questions about the technical capacity, the managerial capacity, and the financial capacity of the water system. John asked us to read through it and work out the questions we may have.

Other Business

Annual Meeting -

The SAFD#2 Annual Meeting is the second Monday of June. This year it will be June 9, 2014. Judy will prepare a meeting agenda based on the agenda for last year. If we agree with it, Dick Ernst will warn it.

Treasurer's Report -

In North Country Federal Credit Union we have \$2419.52 in the Operating Account, \$9.85 in the Project Account, and \$73,602.43 in the Savings Account. In People's United we have \$229.99 in the Operating Account and \$952,457.06 in the Project Account.

Dick Ernst moved to approve a payment of \$5410.30 To Phelps Engineering for their work in March. John Fitzgerald seconded and the motion passed.

Dick Ernst moved to approve the February 17, 2014 minutes as written. Judy seconded. The motion passed.

Dick Ernst moved to accept the March 17, 2014 minutes as written by Judy Higgins. John Fitzgerald seconded. The motion passed.

Dick Ernst moved to adjourn at 9:55 pm. Judy seconded and the meeting was adjourned.

Respectfully submitted,
Laura Buel, Board Clerk