

SOUTH ALBURGH FIRE DISTRICT NO. 2
REGULAR MEETING Monday, May 16, 2016
6:30 PM
Alburgh Town Conference Room

Present: Prudential Committee Members Paul Hansen & John Fitzgerald
Clerk Judy Higgins
Treasurer Richard Ernst
Admin. Assistant Danielle James Choiniere
Water Operator Jason Beaulac (at 9:18 PM)

AGENDA REVIEW/ADJUSTMENTS

- Acknowledge resignation of Prudential Member Dan Williams as of 5/13
- Board salaries
- Flushing of lines

APPROVAL OF 4/18/16 SPECIAL JOINT AV/SAFD2 MEETING MINUTES

Richard Ernst motioned to approve the minutes as written. Judy Higgins seconded, all in favor. Motion carried.

TREASURER'S REPORT & WARRANTS

<u>People's United Bank</u>	\$50,508.38 (Operating Account)
	\$1001.15 (Project Account)
	\$84,672.21 (Capital Fund)

\$443.52 needed to reimburse the village for Admin. Assistant payroll

\$754 to Sullivan Powers & Co. for remaining audit balance

\$5.38 for postage stamps

Paul Hansen motioned to pay the above expenses. John Fitzgerald seconded, all in favor. Motion carried.

Richard Ernst had pay request 44 for items to be sent to the state for reimbursement:

\$180 for recording fees

\$2,000 to Jason Beaulac for 8 meter installations

\$4,000 for outside audit

He also expressed the Village Clerk needed stamped envelopes by the next billing cycle. There was also talk about him attending a VLCT auditing symposium, but after discussion the class was deemed not a good fit.

VILLAGE UPDATE

The board agreed \$40 per hour to reimburse Jason Beaulac for providing work not included in the MOU was reasonable. They didn't know exactly what occurs beyond being their operator, not much accounting for what's being paid. Paul asked if the village notifies its residents when flushes are performed as it changes water quality. He believed it was state law. If so, the district's customers are not notified either (Jason later said at the meeting it wasn't state law that he's aware of).

Danielle James Choiniere brought up the village is ceasing performing payroll and having district phone service on 6/1. The board mentioned the increased insurance cost and time associated with becoming an employer. Paul Hansen said he spoke with Pam Fecteau of VLCT who saw no issue with the prior arrangement, though she seems to say otherwise when the village speaks with VLCT.

Danielle brought up businesses who professionally do payroll for others, but Judy said the district would still need to file as an employer et al. The board wondered if the town would perform the function as the payroll program is the same. Or

Danielle could contract with the district.

Judy Higgins wondered if someone from VLCT come to meet with members of both boards so that they both can hear the same conversation.

Danielle asked if the district increases in size via future phases, would they have employees then? Paul said they would contract out like North Hero does.

John Fitzgerald wondered what deviated so vastly from the last annual meeting where the village agreed to perform these duties. He asked about a mediator. There is a mediation option in the Interlocal Agreement in paragraph 14.

Paul Hansen motioned that SAFD2 let the village know they're disputing the unilateral decision regarding hourly rate and payroll mentioned in 5/9 email, and are seeking legal counsel and possible mediation per Interlocal Agreement paragraph 14. Judy Higgins seconded, all in favor. Motion carried.

WATER OR OPERATION ISSUES/ CORRESPONDANCE/ MISC

- After some thought, the board decided to keep the billing address of WS459-B as is despite it not reaching the legal owner directly. The bills are getting paid.
- Paul Hansen left two messages with Phelp's Engineering about improperly placed survey pins from their contractor Munson's. One homeowner said his pin was off 16 feet.
- Paul will have the Spectrum Lease paperwork completed and signed by next week.
- Reseeding flushing hydrant complete. VLCT chased the individual down as far as they could to make them pay for the accident damage, but they could not be found. Paul motioned to close out the insurance claim. Judy Higgins seconded, all in favor. Motion carried.
- Judy said to put the forward back on the mail. A new mailbox and post would run about \$300. Dig Safe would need calling. Judy Higgins motioned to purchase a new box as priced, pending approval of the town select board for allowing another mailbox. John Fitzgerald seconded, all in favor. Motion carried.
- Water usage for WS359 and WS411 was evaluated based on questions of more than one single family residence at those sites. Tabled once an average quantity is established.

PHELP'S ENGINEERING UPDATE

Nothing to report. The board wondered if the lack of exempt forms hinders the district's loan forgiveness from the state.

DISTRICT EXPANSION SURVEYS

A few more surveys were received and can be incorporated into the tally for June's annual meeting.

ANNUAL MEETING PREP: TAXATION, RATES, BUDGET ET AL

Judy and Richard worked hard on arranging a budget that incorporated village rates approved in April. Danielle asked that the Admin line decrease from \$6,000 to \$5,000. John Fitzgerald motioned to set new water rate to \$7.99 per 1,000 gallons and debt service to \$990.81 yearly. Richard Ernst seconded, all in favor. Motion carried.

PUBLIC COMMENT

Jason Beaulac popped in briefly to announce he used \$65,000 gallons flushing the district's line on 5/13 and 5/16. Paul asked Jason about winter flushing and Jason said he only did it in December.

Jason also touted dedicated sample points for the water line. It costs about \$2,000 including installation and wet taps. They would make the sampling process and results much more efficient. He talked about meter quantities and troubleshooting one user's and left at 9:33 PM.

Judy Higgins announced she'll not be running for clerk in June.

ADJOURNED

John Fitzgerald motioned to adjourn meeting at 10:25 PM. Seconded by Judy Higgins, all in favor. Meeting adjourned.

Respectfully submitted,
Danielle James Choiniere

These minutes are not scheduled to be approved until the July 18th regular meeting.