

SOUTH ALBURGH FIRE DISTRICT #2  
Draft Minutes of 9/19/2016  
6:30 PM  
Alburgh Town Conference Room

Present: Prudential Committee Members Alton Brusco, Dale Brown & John Fitzgerald  
Guests: Admin. Assistant Danielle James Choiniere

**MEETING OPENED**

John Fitzgerald opened the meeting at 6:32 PM. Dale Brown was welcomed as the newest member of the prudential committee, freshly appointed by the Town Selectboard.

Alton Brusco motioned to appoint John Fitzgerald as new board Chair. Dale Brown seconded, all in favor. Motion carried.

**AGENDA ADJUSTMENTS**

Danielle wanted to add: delinquent water list, Workers' Comp Agreement Resolution, VT-Alert

**APPROVAL OF 8/15/16 MINUTES**

Alton motioned to approve the August minutes. Dale seconded, all in favor. Motion carried.

Dale asked about the board's intentions, what they plan to do next. Alton mentioned the surveys that were mailed to district members to gauge public interest of municipal water. There was lots of interest on Poor Farm Road. A summary of the different Phases was summarized for Dale. He asked what was preventing new Phases from happening. John mentioned property taxes. Alton said interest, cost and the number of people committed enough to sign contracts. Canvassing potential users via phone calls and visits usually occurs. Dale asked about composing a list.

**TREASURER'S REPORT**

Though Treasurer Richard Ernst could not attend the meeting, he left a warrant and Treasurer's Report.

<u>People's United Bank</u>	<b>\$62,786.63</b> (Operating Account)
	<b>\$1,001.74</b> (Project Account)
	<b>\$98,381.76</b> (Capital Fund)

Alton motioned to approved the Treasurer's Report. Dale seconded, all in favor. Motion carried.

**\$16,144.00** to Phelps Engineering  
**\$757.01** to EJ Prescott for Meter Pit  
**\$24** to The Islander for advertising  
**\$916.04** to Primmer Piper Eggleston Cramer for attorney fees relating to loan closeout

Alton motioned to pay the above listed bills. John Fitzgerald seconded, all in favor. Invoices approved.

**LEAD & COPPER RESULTS**

It was determined only lead, and not copper results, had to be sent to sample houses, but the board agreed to still send out copies of results. Danielle will do so.

**LAPTOP COMPUTER**

Dale offered to fix the board's old computer and put in any desired programs. The board decided it wasn't worth paying money for a computer used for minimal payroll and other small tasks.

#### **TAXATION OF LOW VALUE PROPERTIES**

Dale was given some background on the 575K± engineering bond loan that was done 14+ years ago along Route 2 South. The first payment is due 11/1/16. To help raise money, the board opted to assign a property tax on all district properties, but were debating on what to do on properties (mostly campers in campgrounds) that were assessed very low and would have something like a 40¢ bill. The tax rate was already approved at the annual meeting. Dale motioned to approve a \$6 minimum bill, pending approval from the town attorney. John Fitzgerald seconded, all in favor. Motion carried.

#### **AUTOMATIC FLUSHING & REMOTE SAMPLING PORTS**

This had already been pre-approved by the state to roll into the project loan. Dale said neither was needed and motioned not to approve them. Alton Brusco seconded, all in favor. Motion carried.

#### **PROPOSED RATE INCREASE**

Dale motioned to have Alton Brusco look into the village's large water charge increase. It did not receive a second. Alton Brusco did want to see some numbers behind their increase. Dale motioned to approve rates as advertised, \$958.30 per year for debt service and \$7.69 for water usage. Alton seconded, all in favor. Motion carried.

#### **WS363 PROPERTY STAKE REMOVED**

Eleanor Billings is still upset her stake is not in the right spot. She felt it was either moved by a neighbor or Munson's when the water line was installed. More research will be done to see if there is a copy of a survey on file in the municipal office.

#### **DISTRICT EXPANSION**

Dale wholeheartedly wanted to see a list of steps needed to see a second Phase started and completed. John Fitzgerald mentioned inviting John Kiernan to see if he would talk at a future meeting and fill in Dale.

#### **WORKERS' COMP RESOLUTION**

This is needed for any employee to get paid. Based on the Admin. Assistant's salary, it would be an insurance increase of about \$210 per year. John Fitzgerald motioned to approve the document and pay the annual increase. Alton seconded, all in favor. Motion carried.

#### **VT-ALERT**

This free program used by many municipalities for public outreach in case of emergencies, notices, etc. The village, who will become a member, asked the board if Danielle James Choiniere's name can be added as a contact for the SAFD2 water system. John motioned to add Danielle as a contact. Alton seconded, all in favor. Motion carried.

#### **ADJOURN**

John Fitzgerald motioned to adjourn at 9:50 PM. Alton seconded, all in favor. Meeting adjourned.

These are draft minutes not scheduled for approval until a 10/17/16 board meeting.

Respectfully submitted,  
Danielle James Choiniere, Admin. Assistant