

SOUTH ALBURGH FIRE DISTRICT NO. 2
REGULAR MEETING
Monday, June 18, 2018 at 6:30 PM
Alburgh Municipal Conference Room

Present: Prudential Committee Members John Fitzgerald, Alton Bruso
Treasurer Richard Ernst
Admin. Assistant Danielle James Choiniere
Guests Shaun Fielder of VT Rural Water Association, Paul Hansen

Meeting was called to order at 6:30 PM by Chair John Fitzgerald.

AGENDA ADJUSTMENTS

Danielle added question on the special benefit assessment bill and those with multiple bills on the same property. And private line information in the development by the Isle La Motte bridge.

VISITOR INPUT

Shaun Fielder came to discuss an income survey which may help the district secure better loan interest for a Phase II expansion. Right now, according to Census data, median household income in the fire district is \$1,640 higher than what it needs to be to get a more favorable interest rate. Dick asked if data for the whole town could be used, and it could not, only those serviced or could be serviced with district water would be considered. Income surveys done within the last five years, showed lower data in six of seven surveys. If the board expects to target 116-153 residential households (nonresidential homes do not count), there needs to be a 72+% survey return. To start, Shawn would need a list of all residential households in the fire district. A round of two surveys would be mailed, then door-to-door visits to hit those who haven't responded.

Paul asked if people don't want strangers knowing their income, if they could answer anonymously or with a unique number. Shaun said nothing like that is in place, but if surveys come back unsigned or without an address, the survey response would not be rejected. The process takes about 3.5-4.5 months to complete.

APPROVAL OF MINUTES

Alton Bruso motioned to approve 5/21 meeting minutes as printed. Dick seconded, all in favor Minutes approved.

BUDGET

Some of the drafts were looked at, but another meeting would be required as there was too much on this agenda.

TREASURER'S REPORT

Alton Bruso motioned to approve the Treasurer's Report as printed. John Fitzgerald seconded, all in favor. So approved.

<u>People's United Bank</u>	\$51,914.35 (Operating Account)
	\$11,680.54 (Project Account)
	\$18,457.00 (Savings/Capital Funds)

<u>NorthCountry Federal Credit Union</u>	\$86,032.75(Savings/Capital Funds)
	\$2,334.49 (Reserve Account)

\$360.66 Admin Assistant's paycheck for April
\$40.03 to Alburgh Village for line flushing
\$552 to VLCT for annual dues
\$242.94 to IRS for Q2 withholdings

\$3,364.82 to DuBois & King for engineering (taken from project account)

John Fitzgerald motioned to pay the operating bills totaling \$1195.63. Alton seconded, all in favor. Motion carried. John Fitzgerald made a separate motion to approve the \$5,879.12 DuBois & King bill through 3/22. Alton Bruso seconded, all in favor. Motion carried.

WATER OR OPERATIONS ISSUES/ CORRESPONDANCE/ MISC

The board reviewed the DuBois & King generated map to view Phase II options where some line may be shortened. John to sign loan closeout document.

John Fitzgerald motioned to purchase a laptop for district use, with Microsoft Office, not to exceed more than \$1,000. Alton Bruso seconded, all in favor. Motion approved.

AGENDA ADDITIONS

Danielle brought up two separate correspondence between two residents in town who own a piece of land with cabins, cottages, or other separately taxed buildings on them. They received multiple special benefit assessment bills because of it. This is how the Town of Alburgh also bills them for taxes. The board stated they get their grand list from the town, computer data wise, so if it's updated with the town, it will automatically be updated with the district.

Danielle also spoke on the phone with a member of Trudell Engineering and asked if the waterline installed in the Timeline 0804 LLC development would be privately owned. John Fitzgerald said he would call the engineer.

TABLED ITEMS

John Fitzgerald to call superintendent Jason Beaulac on some of these items.

ADJOURN

John Fitzgerald motioned to adjourn at 10:05 PM. Alton Bruso seconded, all in favor. Meeting adjourned.

Respectfully submitted,
Danielle James Choiniere

These minutes are draft only, not slated for approval until the next board meeting of July 16, 2018.