

South Alburgh Fire District No. 2  
October 19, 2015

Present: Prudential Committee members Paul Hansen, John Fitzgerald, George Tulissi  
Clerk Judy Higgins  
Treasurer Richard Ernst  
Admin. Assistant Danielle James Choiniere

Meeting was called to order at 6:35 pm.

**ALAIN TRAHAN OF WS455**

As Alain Trahan was present, the agenda shuffled to accommodate him. His 455 West Shore Road property came with a curb stop in place when he purchased it, but was not in a good location relevant to where he would like to build his house (would require installation through 500ft of ledge). He asked the committee if they would agree to another curb stop in a location better suited for his future house as the original curb stop cannot be moved without great difficulty.

John Fitzgerald motioned if Trahan got a new curb stop and abandoned the original one, he would only have to pay debt service and water usage for the new curb stop. If he decided to use the original curb stop in addition to the one servicing the house, as he might decide if future buildings are built on the property, then he would have to pay one connection fee, and debt service with usage for two connections. The district would be responsible for fixing the original curb stop if it is ever used, as it is currently bent.

Judy Higgins, as a district officer, seconded the motion. All in favor, motion passed.

Alain also briefly explained the delinquent water notice that failed to be negotiated at the time the property was purchased in July was forwarded to his attorney.

**APPROVAL OF MINUTES**

October 5th: After spelling and clarification adjustments, Judy Higgins motioned to accept them as amended. Richard Ernst, as district officer, seconded the motion. All in favor, motion passed.

September 21st: Richard Ernst commented on the \$18 bill for website hosting mentioned it was paid prior to the current meeting as it would have been overdue. Typos, clarifying Ameer Gotshall had NOT been appointed delinquent tax collector, and district expansion letters will be sent to those without municipal water in the SAFD2 district, were adjusted.

George Tulissi motioned to approve September's minutes as amended. Richard Ernst seconded. All In favor, motion passed.

**PHELPS ENGINEERING**

Lance Phelps and Robert Clark conveyed Phelps Engineering was closing, but wrapping up the remaining projects it's involved with. They have several file cabinets worth of drawings, plans, permits, drafts, figures, etc. relating to the district and will be happy to convey them to the engineering business of our eventual choice.

Their goal was to seek approval of Amendment #7, a \$23,112 project invoice originally brought up in May. It was pared down to \$16,144. There was discussion on exactly what the invoice covered and how the district would pay it as there is not that much to cover it in the project account.

Phelps was going to be talking to Roger Bergeron, Chief Construction Engineer of the State's Dept. of Environmental Conservation, to try and get as much as \$50,000 in loan forgiveness.

There was no motion made about paying/not paying the bill, the committee deciding to have a special meeting on November 9th.

## **VILLAGE OF ALBURGH AFFILIATION**

Village trustees left before meeting with the district. SAFD2's attorney did not see a problem with employee liabilities. Tabled until further notice.

## **TREASURER'S REPORT**

<u>People's United Bank</u> balances as of 10/15:	\$37,962.60 (Operating account) \$22,974.37 (Project account)
<u>NorthCountry Federal Credit Union</u> balances as of 10/15:	\$428.20 (Operating account) \$364.85 (Project account) \$58,521.22 (Regular shares)

John Fitzgerald motioned to pay the Village of Alburgh for quarterly water fees and the Admin. Assistant's pay, and GoDaddy for the website hosting. Judy Higgins seconded. All in favor, motion passed.

At the September meeting, the committee toyed with the idea of getting bank balances at the end of the month. Richard Ernst explained not all bills have cleared by the end of the month and preferred mid-month. No one minded if it stayed that way.

The audit figure motioned for approval in September was incorrect. Instead of \$7,000, the fee is \$4,000. George Tulissi motioned to approve up to \$4,000 for the project grant audit. Judy Higgins seconded. All in favor, motion passed.

Richard Ernst brought up adding George Tulissi as a signer on bank accounts. Richard Ernst motioned to add George in addition to Judy, Paul, John, as well as himself for a total of five. John Fitzgerald seconded. All in favor, motion passed.

## **DISTRICT PROPERTY TAX**

The district will need to create and mail tax bills to raise about \$10,000 before November 2016. As a municipality they're approved by state law to tax those within the district. Danielle James Choiniere mentioned there are still delinquent balances from the 2012-13 tax which have not been pursued. The district will talk more about taxing at their next meeting.

## **ED FISETTE LEAK**

Billing Clerk Amee Gotshall had told Fisetite his last water bill was quite high. He suspected a leak and discovered one on his portion of the line on October 15th.

## **LINDA MATHIEU COMPLAINT**

Mathieu was alarmed at having to pay debt service when she is not hooked onto the line. Paul Hansen has left phone messages she has not returned and will email her.

## **EXEMPTION FORMS**

At the onset of the water project, customers were provided water supply exemption forms that would tie into the chain of title of their property. They had to be completed and returned to the Town Office for recording. John Kiernan, formerly of Phelps Engineering, allegedly stated in the past he would look into those as they would all need to be completed and returned in order to get \$25,000+ loan forgiveness from the state. Admin. Assistant said as of the date of the meeting only 14 users had recorded them in the Town Office.

## **JASON BEAULAC & WATER SAMPLES**

It was brought up Jason has been running many samples on behalf of the district, utilizing the village truck and time. Some samples were brought by the Fitzgeralds. Nothing was formally decided.

## **AUTOMATIC FLUSHING VALVE**

The committee discussed installing one at an undisclosed site to help mitigate bacteria levels in the drinking water that sometimes mandates a boil water notice. The Golf Links, whose business suffers during boil water notices, fully supports the idea of installing one. Paul Hansen said North Hero has installed them and would be willing to help advise the process.

**SAFD2'S USE OF TOWN MATERIALS**

It was brought up an October 13th Town Select Board meeting that office material and phone calls were being used for the district's benefit. Nothing was decided at the meeting to date, this was just a heads up.

**DISTRICT EXPANSION**

Tabled for the next meeting.

**NEXT MEETING**

A special meeting will be held in the municipal office November 9th at 6:30pm.

**ADJOURNMENT**

Paul Hansen motioned to adjourn the meeting at 10:10pm. John Fitzgerald seconded. All in favor, meeting was adjourned.

Respectfully submitted,  
Danielle James Choiniere