

Minutes of South Alburgh Fire District #2 meeting July 16, 2025

Attending: John FitzGerald, Alton Bruso, Kathy Rochedieu, John Chesarek

Public: Pat Walker

The meeting was called to order at 6:00 pm by chairman John FitzGerald. Pat Walker wished to discuss the situation with regard to her Phase 2 connection, so Public Comment was moved up in the agenda. Ms. Walker wanted information regarding the hook up fees required for a property with multiple units. Chairman FitzGerald stated there was an established fee schedule for the number of connections required based on the number of units on a property. As this document was not available at the meeting, John F. said he would find it and get back to Ms Walker with the information.

The minutes of the June 16, 2025 special meeting for a loan from Union Bank were previously approved and accepted by all committee members after a motion by John F and a second by Kathy. The minutes from the regular June 18th meeting were reviewed. A correction was made to change the name of Judy to Kathy in the statement, “Judy suggested an increase in *Administrative Staff* to \$9000 to cover the 10 service hours weekly that Cheryl Dunn is currently providing gratis.” With that correction, Kathy moved and Alton seconded that the minutes be approved. All voted in favor. The minutes of the Annual meeting on June 25th were also reviewed. John F moved and Kathy seconded a motion to approve the minutes with a couple name spelling corrections. All voted in favor.

The bylaws indicate that “Annually, the Prudential Committee shall nominate one of their members as Chairman.” Kathy nominated John FitzGerald and Alton seconded the motion. All voted in favor.

Kathy presented the Treasurer’s Report which showed \$755,485.47 in the Union Bank construction account. This was due to swift reimbursement from the state of our payment to Dirt Tech for May costs. It will soon be used to pay for June costs. Our current operating account at M&T contained \$256,128.02 which includes new deposits of a previous state reimbursement, a transfer from our reserve account, and water payments from users. The plan is to move this account to Union Bank and reestablish the reserve fund there. We will continue to have an account at North Country Federal Credit Union to receive new connection fees for Phase 2. Kathy also noted that we should begin the process of activating the Federal Bond in anticipation of using up the state loan and needing to access the federal funds. This activation process will take a couple months so beginning now would be prudent. The other committee members agreed. John F. moved and Alton seconded that the treasurer’s report be approved. All members were in favor.

Warrants were presented for Dirt Tech - \$718,750.27, DuBois & King - \$25,887.30, Endyne - \$25, lawyer fees for Union Bank loan set up - \$1333, easement payments for Phase 2 - \$6,750. Alton moved that the warrants be approved. Kathy seconded the motion. All voted in favor.

Phase 1 updates – No new connections requested. Water bills and water quality report were recently sent out. A Phase 1 customer asked what the district could do regarding a culvert that was failing over

his line. Kathy moved and Alton seconded a motion to take no action on this culvert. John F said the district was responsible for the first year but not ten years later. All voted in favor.

Phase 2 updates – There have been some equipment issues with the directional drilling crew along the Middle Road cut through. Pipe laying has reached about an eighth of a mile down Route 2 from the cut through. John F will meet with a couple customers with multiple units to review the established fee structure for their properties. One customer had concerns that the line was not going where originally agreed, due to preliminary stakes set by the D&K engineer. John F or Alton will meet with parties involved. A FAQ meeting was held last week. It seemed people got their questions answered. Dirt Tech asked if we wanted “corporation stops” added to the line to make future connections easier. The board felt that the added expense may be hard to recoup and the future needs were too uncertain. None were placed in Phase 1, and we will not add them to Phase 2.

Five person board discussion – As noted at the last meeting, there was a suggestion to increase the board to five members from three. New members would serve one year terms. This would help spread the current increased workload brought on by the Phase 2 project and allow new members to gain experience in anticipation of accepting a three year term in the future. Kathy moved that the Prudential Committee increase in number from three to five in compliance with the current state statute. Alton seconded the motion and all voted in favor. The Clerk will work with Cheryl Dunn to warn a special meeting in August for this purpose.

John F. moved and Alton seconded that the meeting be adjourned at 8:41 pm. All voted in favor.

Respectfully submitted,
John Chesarek, Clerk