

Minutes of South Alburgh Fire District #2 Regular Meeting November 19, 2025

Members Attending: John FitzGerald, Alton Bruso, Rod Will, John Chesarek , Cheryl Dunn, Jason Beaulac

Public: Charlie Mackin

The meeting was called to order at 6:02 pm by chairman John FitzGerald. No adjustments were made to the agenda.

Minutes - The minutes of the Special Meeting on November 4, 2025, to approve change orders to the Phase 2 construction contract were reviewed. John F noted that the minutes should reflect an email vote that was taken to accepted the change order on Point of Tongue Road due to the report back from the state engineer that all expenses would be reimbursable. Rod moved to accept the minutes as adjusted. John F seconded the motion. All voted in favor. The regular meeting minutes of October 15, 2025 were reviewed. John C corrected the organization for Amy Galford to be the Drinking Water State Revolving Fund, not the Vermont Bond Bank. John F. moved and Alton seconded that the minutes be approved as corrected. All voted in favor.

Treasurer's Report - Cheryl presented the October treasurer's report for Kathy who is away. Sufficient funds were available in the operating account to make the annual debt service payment. State reimbursement for October has been received, allowing us to pay the November construction bill without additional borrowing. John C questioned the \$4,000 amount in the Phase 2 deposit account. It was explained that this includes \$2500 for a Phase 2 hook up and \$1500 for a Phase 1 hookup who is disputing the required \$2500 amount. John F to resolve with customer.

Rod moved the treasurer's report be accepted. Alton seconded. All voted in favor.

Warrants:      \$44,955.83 – DuBois & King, engineering  
                  \$25 – Endyne, water testing  
                  \$6835.15 Alburgh Village - water  
                  \$782,542.61 – Dirt Tech, Phase 2 construction  
                  \$1767 – lawyer for loan work  
                  \$53,277.11 - debt service on Phase 1

John F. moved and Alton seconded a motion to approve the debt service warrant. All voted in favor.

John F. moved and Rod seconded a motion to approve all other warrants. All voted in favor.

Old Business: Phase 2 report – The paperwork has all been submitted to switch our loan from the USDA to the Drinking Water State Revolving Fund. This should reduce our long term expenses since the state loan would require no interest payments. Alton received permission from a landowner on Route 2 to allow ECI to position their equipment on his property while boring in the problem culvert

area. A potential archaeology issue was resolved with the homeowner on Poor Farm Road. Digging on Poor Farm Road will stop until paving material is again available.

Discussion with water superintendent – Chairman FitzGerald requested that Jason begin attending the monthly District meetings. With the large number of new hookups coming with Phase 2, John F listed four areas that need to be in top shape when the water starts flowing. 1. Communication between the superintendent and the committee. 2. Paperwork for permits and “sign off” on hookups. 3. Training on all equipment such that Jason is utilizing all features offered by the software. 4. Inventory needs to be closely monitored to minimize loss and waste.

New member appointment – John C presented his opinion that the committee was not authorized to fill a vacancy but could make a selection and offer it to the town select board for approval. A vacancy on the prudential committee of a fire district is filled by the selectboard of the town in which the fire district is located, until a meeting of the fire district is held. “A vacancy in such committee may be filled at an annual meeting, or at a special meeting called for that purpose, but the selectmen of the town in which such district is located may fill a vacancy in such committee until an election by the appointment of a resident of such district...” [20 V.S.A. § 2485](#). John F and Alton disagreed since they were aware of doing so in the past. The committee saw no downside to selecting and referring to the select board and decided to take this path. Two candidates, Darlene Mercier and Charlie Mackin offered to serve on the committee. Charlie was nominated by John F and seconded by Rod. All voted in favor. John F will contact the selectboard to put Charlie’s selection on their agenda for the next selectboard meeting.

New Business – none

Visitor input – none

Agenda items for next meeting – The inter-local agreement with the Alburgh Village. John F. will send copies of the current agreement to committee members for review before the next meeting.  
(referred from October)

John F moved to adjourn the meeting at 7:30pm. Alton seconded. All voted in favor.

Next meeting will be December 17, 2025

Respectfully submitted,  
John Chesarek, Clerk