

SOUTH ALBURGH FIRE DISTRICT NO. 2
REGULAR MEETING
Wednesday, September 16th, 2026, at 6:00 PM

Meeting Date & Time: Wednesday, September 16th, 2026, at 6:00 PM

Meeting Location: Alburgh Town Office (Clerk's Office) 1 North Main St Suite 1

Prudential Committee Members Present: John Fitzgerald (via zoom), Rod Will, Charlie Mackin, Jacob Mashtare

Absent: Kathy Rochedieu

Staff Members: Amanda Costello, Clerk; Cheryl Dunn, Tax Collector; Jason Beaulac, Superintendent

Public Present: Alton Bruso

1. CALL TO ORDER:

The meeting was called to order by John Fitzgerald at 6:04PM.

2. ADJUSTMENT OF AGENDA:

J. Fitzgerald proposed to discuss primary residential units and secondary or ADU units. To be discussed in SAFD Phase 2 Updates.

3. VISITOR INPUT:

None.

4. APPROVAL OF MINUTES:

a. August 19, 2026 Regular Meeting

Motion by C. Mackin to accept the August 19, 2026 meeting minutes as written at 6:07pm with a second by R. Will. Motion passed unanimously.

b. August 25, 2026 Special Meeting

Motion by J. Fitzgerald to accept the August 25, 2026 meeting minutes as written at 6:10pm with a second by R. Will. Motion passed unanimously.

TREASURER'S REPORT:

5. TREASURER'S REPORT:

Treasurer absent from meeting, no treasurer's report to present. Chair Fitzgerald read through the available bank statements.

The construction account as of 08/31/2026 had an opening balance of \$6,244.96. Two deposits in the total amount of \$360,491.74. Two checks written in the total amount of \$364,722.65. Ending balance of \$2,025.45.

The last reimbursement has not been received. The second reimbursement has not yet been reviewed/approved by Cindy.

The general account had an opening balance of \$55,383.36. Nineteen deposits in the total amount of \$11,529.36. \$2,277.49 was spent last month. Ending balance of \$64,637.65.

Motion by C. Mackin to accept the bank statement figures as presented at 6:14pm with a second by J. Mashtare. Motion passed unanimously.

C. Dunn advised the printing and mailing the SAFD bills will be completed soon and will be due in November. Additionally, the new water rates (base and consumption) are in effect as voted at the annual meeting.

6. OLD BUSINESS:

a. GLO (GET THE LEAD OUT)

The next GLO meeting is scheduled for Wednesday, September 23rd at 9am. Amanda and Cheryl have been working on the spreadsheet Robin has requested for the GLO project. Rod will draft email for phase 1 connections making them aware of the GLO project and request self reporting.

b. SAFD Phase 2 Updates

The project is now at substantial completion. Representatives from the Town, SAFD2, DirtTech and the project manager/engineer met for a site visit walk through to review the project punch list. Road Foreman approved the boulder placement and re-ditching of Town Highway 34. John & Jason will contact Pest Pro for chlorine building spider concern. Jason Beaulac has concerns about the limited controls in the chlorine station. Jason brought concern to Chuck, Chuck will investigate.

John advised that parts for the new meters will be delivered soon and will be stocked at the municipal office. Amanda and Cheryl are redesigning the meter work orders and tracking documents for an improved inventory and account tracking. The committee discussed the size of the service line versus the size of the meter that connects to that service. Two inch meters have not been ordered for this reason. John discussed the need to obtain clarification on meter sizes for designated services. Since the golf course already has a 2" meter, that meter size will be the standard length for all other 2" meters as recommended by Jason. Goose Point will require a 2" meter and it will need to be ordered. Other potential 2" meters include Bruley Trailer Park (if a connection occurs) and the Route 2 apartments. Most residential meters will be a ¾" meter. Meter pits have been ordered, these meter pits are equipped with a special lid which houses the reader.

The owner of 88 Point of Tongue brought to the attention of some committee members that the curbstop that they applied for appeared to be missing from the field. Application and payment were confirmed. SAFD2 requested that Jason from DirtTech ensure that the curbstop for this property is installed. Chuck suggested that this service be added to the 2" line, so a 1" service will be made off of the 2" line. Cheryl explains there will be a change order for this service install, to be further discussed with DirtTech/Engineer. If residents applied for connection after the line was designed and installed, they will need to have a contractor who can perform the proper wet tap.

The committee discussed connections and meters for primary residential units and ADUs/mother in law suites. If the units are on separate lots, then there needs to be two separate connections and separate meters. If the units are on the same lot and the intention is not to separate lots, then the board may approve one connection and one meter. Situations like this may require a site visit with owners and members of the committee to review and discuss options.

Clerk presented the new customer application document which now includes the contractor specifications and meter checklist. The Clerk recommends combining all documents into the application form and update the website so it is clearer to residents what form they need to fill out. Clerk will follow up with these adjustments.

7. NEW BUSINESS:

None.

8. WARRANTS FOR PAYMENT:

Rod Will read through the warrant and signed the checks totaling \$776.78. (VEC - Electricity, Endyne - Lab Testing, VLCT - Insurance, Allen Engineering - Chlorine)

Motion by J. Mashtate for Rod Will to sign the warrant and checks at 7:36pm with a second by C. mackin. Motion approved unanimously.

ADJOURN:

Motion by J. Fitzgerald to adjourn at 7:38PM with a second by J. Mashtare. Motion approved unanimously. Meeting adjourned by J. Fitzgerald.

Respectfully submitted,

Amanda Costello