SOUTH ALBURGH FIRE DISTRICT NO. 2
REGULAR MEETING
Wednesday, October 21st, 2026, at 6:00 PM

Meeting Date & Time: Wednesday, October 21st, 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 (via zoom), Jacob Mashtare, Kathy Rochedieu
Absent: None
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 6:00PM.

2. **ADJUSTMENT OF AGENDA:**

Rod Will requests to add the curbstop contract discussion. Rod also requests to add Cedarvale/Point of Tongue connection concerns. Requested items will be added to the SAFD2 Phase II Updates.

3. **VISITOR INPUT:**

None.

4. **APPROVAL OF MINUTES:**
    a. **September 16, 2026 Regular Meeting**

Motion by K. Rochedieu to accept the September 16, 2026 meeting minutes with amendment to correct name spelling typos on the last page at 6:11pm with a second by J. Mashtare. Motion passed unanimously.

    b. **September 28, 2026 Special Meeting**

Motion by K. Rochedieu to accept the September 28, 2026 meeting minutes as written at 6:13pm with a second by J. Mashtare. Motion passed unanimously.

TREASURER'S REPORT:

5. **TREASURER'S REPORT:**

Treasurer K. Rochedieu presented the Treasurer's Report.
Union Bank Operating Account beginning balance as of 09/01/26 $64,637.65.
$5,330.99 of deposits and credits.
$751.78 of checks and debits.
$2.77 of interest.
Balance as of 09/30/26 is $69,219.63
Balance as of 10/21/26 is $74,423.58

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Union Bank Construction Account beginning balance as of 09/01/26 $2,025.48.
$331,000 of deposits and credits (from loan).
$332,934.55 of checks and debits.
$2.04 of interest.
Balance as of 09/30/26 is $92.97 which is still the balance as of 10/21/26.

$727,568.99 of reimbursement funds is pending arrival. Current loan balance is $945,000. $121,097.02 can still be borrowed from the bank. Interest owed as of August is $50,837.92. Report attached for review.

Rod Will asks what the status of the reimbursement is as it seems SAFD2 would be short 268k without taking from the capital reserve or money markets. K. Rochedieu advises that there have been delays on the state level. Some of the reimbursements have come in but are not yet available. Kathy states with the 700k reimbursement, there will be plenty of funds to pay everything off once received. Kathy advises the state balance remaining in available funds is $196,453.30, a partial reimbursement can be requested off this available balance.

Motion by J. Fitzgerald to accept the 10/21/2026 Treasurer's Report at 6:24pm with a second by C. Mackin. Motion passed unanimously.

The next Dirt Tech bill will be $6,632.90, this should be the last bill from Dirt Tech. There will be more invoices from Dubois & King. There is also an invoice from Core & Main for the meters. J. Fitzgerald recommends to submit what is available to the bond bank and pay off only the invoices in order to reserve funds for the retention.

Cheryl and Kathy are working to construct a binder of the reimbursements, checks and requests for payment by month for the project.

6. **OLD BUSINESS:**
    a. **GLO (GET THE LEAD OUT)**

Amanda and Cheryl provided a project update. The letters and survey cards are drafted and prepared for mailing with the next round of bills that will be due in December.

    b. **SAFD Phase 2 Updates**

Connection and meter installations are happening. Jason states he has received good communication from contractors and home owners for inspections. There are seven fully installed connections with active meters. There are eleven additional connections that have been inspected. There have been a total of ten meters distributed. John Fitzgerald wants to ensure that home owners are aware they can connect. The committee discussed successful forms of communication to residents, SAFD2 website, Facebook, emails, and other social media are primary options. The committee discussed contacting Michael Frett from the Islander to advertise the project and ability for phase II owners to connect. John Fitzgerald will reach out to the Islander. Rod states SAFD2 should be aware that the easement with Point of Tongue HOA states that SAFD2 needs to ensure any contractor working on Point of Tongue will require liability insurance. Rod is concerned for future Cedarvale

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connections in the area because of further restrictions the HOA may place on the easement. SAFD2 will update the tracking spreadsheet to note any Cedarvale or Point of Tongue properties will require contractors to provide proof of liability insurance. Rod asked how many owners have signed up for water after the line had already been installed. Dirt Tech was able to catch all needed curbstops during their construction phase, so there are no new requested connections at this time.

Rod Will noted that the annual meeting minutes did not specifically discuss the base rate charge increase. The June 24, 2026, annual minutes noted the usage rate will increase from $6.50 to $9.00 per 1,000 gallons. The approved budget does show the base rate increase but it was not noted in the minutes. This omission creates a concern for transparency of rates for customers.

Motion by K. Rochedieu to amend the June 24, 2026 annual meeting minutes to clarify the base rate increase to $250 per quarter as reflected on the voted and approved SAFD2 budget at 7:23pm with a second by R. Will. Motion approved unanimously.

Dirt Tech submitted a cost sheet for installing a wet tap curbstop for new SAFD2 customers. Dirt Tech is a qualified and verified contractor for any new connections. Contractor Specification form reviewed and the process for meter distribution and inspection was reviewed. K. Rochedieu inquired about the service connection inspection photos. The photos Jason obtains will be sent back to Amanda & Cheryl and saved in the owners folder. Clarification that Jason will install the meter pit meters but not the regular meters. Certified plumbers need to install new meters and Jason will inspect. Jason is to send back the photos and meter inspection sheets. Jason requested that home owners have a meter valve be installed before the meter, ordinance to be reviewed.

7. **NEW BUSINESS:**

   a. **Paul Hansen Requests**

Paul was not present at the meeting. Paul spoke with John Fitzgerald prior to the meeting. regarding concerns about his lawn and destruction to his lawn from the construction. Mark Vince reported that Dirt Tech has repaired the lawn twice already. Connie can provide Paul with more grass seed if necessary. Second concern from Paul was regarding an apple tree off Julie Prior's property on utility easement that was removed for the construction work. Julie does not wish to have the tree replaced, she also has stated to John Fitzgerald that she does not want Paul to speak or make requests on her behalf.

   b. **Shut Off/Turn On Request Fees & Documentation**

The committee discussed the process of shut off/turn on requests. The Village Trustees set the rates for turn on/offs and final meter reads. Fees associated with this work fall under the interlocal agreement with the Village, which will later be reviewed for updates. Rates will be reviewed and forms for each will be developed.

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8. **WARRANTS FOR PAYMENT:**

- **Annual Loan Payment for Phase 1 - $53,277.11**

Balance due as of June 30th, 2026, $1,065,542.

- **Village of Alburgh Water Bill - $5,441.05**

John Fitzgerald confirmed with Jason if he's reading the Westshore main meter. He states he is.

- **Cheryl Dunn Reimbursement for Postage - $105**
- **Endyne for Annual & Regular Lab Testing, three sets of labs - $420**
- **Vermont Electric Co-Op - $1.65**

Kathy will contact the audit firm to clarify what they are looking for on phase 2.

Motion by J. Fitzgerald to accept the warrant at 8:05pm with a second by J. Mashtare. Motion approved unanimously.

ADJOURN:

Motion by K. Rochedieu to adjourn at 8:13PM with a second by J. Mashtare. Motion approved unanimously. Meeting adjourned by J. Fitzgerald.

Respectfully submitted,

Amanda Costello

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South Alburgh Fire District #2
Treasurer Report
October 21, 2026

Union Bank Operating Account

Beginning balance Sep 1, 2026		$ 64,637.65
Deposits and credits		$ 5,330.99
Checks and debits		$ 751.78
Interest		$ 2.77
Ending balance Sep 30, 2026		$ 69,219.63
Balance on Oct 21: $74,423.58		

Union Bank Construction Account

Beginning balance Sep 1, 2026		$ 2,025.48
Deposits and credits		$ 331,000.00
Check and debits (cleared)		$ 332,934.55
Service Charge		$ 0.00
Interest received		$ 2.04
Ending balance Sep 30, 2026		$ 92.97
Balance on Oct 21:	$ 92.97	
Pending reimbursement:	$ 727,568.99	
Loan balance:	$ 945,000.00	
Funds available:	$ 121,097.02	
Interest owed Aug 31:	$. 50,837.92	

NCFCU Savings

Balance on Sep 30, 2026:	$ 6.74

NCFCU Money Market (Phase 2 deposits)

Balance on Jul 1, 2026	$ 21,872.02
Interest earned in Q1	$ 83.22
Deposit (Ernst WA055)	$ 1,500.00
Balance on Sep 30, 2026	$ 23,455.24

NCFCU Capital Reserve

Balance on Jul 1, 2026	$ 163,256.81
Interest earned in Q1	$ 958.60
Balance on Sep 30, 2026	$ 164,215.41