

FIRE DISTRICT #1 PRUDENTIAL COMMITTEE MEETING
Thursday, September 12, 2019
7:00 p.m.
SARAH PARTRIDGE COMMUNITY HOUSE PARLOR

Chair: Jason Larocque

Members Present: Jason Larocque, Jennifer Murray, Todd Desabrais - (Arrived 7:23p)

Members Absent:

Staff Present: Sally Laframboise, Treasurer; Alan Shashok, Clerk, Henry Haskell, Maintenance

Guest: Kirk Patch, Champlin Associates

Meeting Minutes

1
2 The meeting was called to order by Jason Laroque at 7:05 pm

3
4 Agenda: Jennifer moved to accept agenda as amended, Jason seconded, agenda
5 approved **2 – 0**

6
7 Visitor and Community Comments: Resident building new home at last lot on Daisy Lane
8 raised question about the requirement for a new build to install a water meter that will
9 not be used for the foreseeable future. The committee responded this is a requirement
10 of all new build and new attachments to the water system. All other new homes on
11 Daisy Lane have had to comply to this requirement. Further discussion on the
12 requirement will take place during the meeting under unfinished business.

13
14 Henry reported the new bulb installed on the front entrance not working, determined
15 the fixture would need replacing. Also, requesting the fixture in the kitchen of the
16 community house be replaced. We already have the fixture, just needs to be installed.
17 The library has requested the furnace be turned back on for the season. Henry also had
18 a question about the exterior water bib placement.

19
20 Letter received by the Prudential Committee from group of home schoolers asking for
21 the use of the community house to hold a home school coop. The Prudential
22 Committee had additional questions such as time of day, number of students, which
23 part of the community house they will be using. The committee is generally supportive
24 but tabled a decision pending answers to questions and requested the group come to a
25 committee meeting in person to address questions.
26

27 Adoption of minutes for August 8, 2019: Jennifer moved for adoption as amended, Todd
28 seconded, approved **3-0**

29
30 Treasurer's Report: Appraisals updated to .059 as a tax rate. Jason recommended to
31 make it .06 per \$100. Todd moved to set the current tax rate at 6 cents per \$100.
32 Jennifer seconded, approved **3-0**

33
34 Water System Operations Report:

- 35 • Flow meter not connected to Mission System. Run Time reports can provide
36 similar data but not as accurate, \$500 to replace with Mission System compatible
37 meter.
- 38 • Non-compliant on lack of containment on stored chlorine. \$200 quote to get such
39 containment
- 40 • Level sensor in day tank \$475 quote. Equipment totals about \$4000 to address
41 compliance, repair, and improvements.
- 42 • Discussion to be continued under the Water System Operator portion of agenda.

43
44 Policy on water shut off process is to be changed to read that one is to be charged up to
45 the date of shut off request; Suggested to have Pump House assessed, until then,
46 insurance as currently quoted is ok.

47
48 Unfinished Business: Discussion on Water Tap on Requirements, specifically item 5
49 requiring use of type K copper and item 6 requirement for new construction and new
50 tap on's to install a water meter. Several options and alternatives to these items were
51 discussed, the committee elected to take no action on any changes at this time.

52
53 Clerk Report: Clerk not present

54
55 WSO report:

- 56 • WSO Contract proposal review for Champlin Associates
- 57 • 1 day per week in system for full system walk thru and sampling
- 58 • Submitting of monthly reports
- 59 • Committee pays lab fees
- 60 • Hourly rate will be used for outside the ordinary system work
- 61 • The Fire District will have local boots on the ground for emergency work
- 62 • 1 Year contract

- 63 • Discussion on billing and payments
- 64 • Summary of reasons for decision on WSO replacement as summarized by Jason,
65 WSO replacement was needed and committee wanted to explore all options
66 available. This was an opportunity to bring the water system forward with an
67 organization that is familiar with processes and shared knowledge to the
68 community's benefit. Using a contract operator offers more consistent, reliable
69 coverage for the long term, quality of work while keeping up with new and
70 changing regulations.
- 71 • Todd motioned to sign 1-year contract with Champlin Associates to supply Water
72 System Services to the Fire District postdated to 9/1/19. Jennifer seconded,
73 Approved **3-0**

74 Jason proposed upgrade to tank, containment system and level switch. Jennifer moved
75 to authorize the quote minus the cost of the meter, discussion on meter to be taken up
76 at another date. Todd seconded, Approved **3-0**

77
78 New Business:

- 79 • PO Box for the Library was being paid by the Prudential Committee. It was
80 determined the Fire District should not be paying for the box which is for
81 Middlebury Town business. The PO Box is now closed.
- 82 • Painting for Community House set for Spring of 2020
- 83 • New furnace installation will be set for spring of 2020

84
85 Jennifer moved to go to Executive Session, seconded by Todd.

86
87 Adjournment: Jennifer moved to adjourn, and Jason seconded, session adjourned at
88 9:23pm

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90
91
92 Respectfully submitted,

93
94 Alan Shashok, Clerk
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