

Royalton Fire District #1 Prudential Committee

Meeting Minutes

October 12, 2016

Members attending: **Bill Ballou** – Chair, **Seth Stoddard** – Vice-Chair, **Wayne Manning** – Treasurer/Clerk, **David Whitney** – Member, **Don Lovejoy** – Member

Officers attending: **David Palmer** – Rescue Administrator/Town Health Officer, **Heidi Vogt** – Assistant Clerk/Treasurer

Guests attending: **Brent Lehouiller** – Chief of Operations, Oxbow Maple, LLC, **John Taylor** – Upper Valley Trails Alliance, **Mary Gavin** – Sharon Selectboard/South Royalton Rescue Advisory Board, **David Kimball** - South Royalton Rescue Advisory Board

Bill called the meeting to order at 7:03pm.

Seth motioned to accept minutes from September 28th as amended, **Wayne** seconded. Under the RESCUE heading, the end of first line of the second paragraph reading “personnel issue which was given to a Rescue employee” was edited to read “personnel issues.” The amended minutes passed 3-0-2. **David W.** and **Bill** abstained due to their absence from the meeting.

The Agenda was reviewed and amended to add the Upper Valley Trails Alliance (a walk-in) to the WATER heading., also to skip Collections Policy and Fire update. **Don** motioned to accept the agenda as amended, **Wayne** seconded, and the agenda passed 5-0.

WATER: **Brent Lehouiller** of Oxbow Maple, LLC brought a first draft of the proposed lease for the acreage which was discussed at the last meeting. The previous discussion was revisited. Key points were: a) 10-year lease term with the possibility of two more 5 year terms afterward. Lease would start 6/1/2017 b) Municipal numbers would be slightly different from private home owners. c) Oxbow Maple, LLC guarantees to follow NOFA, Forresters, UVM Extension, and/or State guidelines with regard to tapping trees and maintaining land around said taps. They will follow the most strict of all the guidelines available. d) Tree trimming would not be done without permission with just two exceptions: 1. Dead/or already down trees, or 2. Brush. Nothing over 4”. e) A “hold over” would be in place. If the RFD1 were unable to/ or do not communicate the extension of the lease at the end of the ten year term, a yearly “hold over” would automatically be in place on the date the lease expires, continuing on an annual basis until communication occurs. f) There are two options for tap rent: 1. IF, at the end of the lease(s), the RFD1 decides they no longer want to continue and do not want to retain the taps and lines in place on the property Oxbow maple would be required to remove the supply from the property. In this instance Oxbow Maple would provide the RFD1 with \$0.55 per Maple tap and \$1 per Birch tap on an annual basis regardless of the maple market fluctuations during said lease time. 2. IF, at the end of the lease(s), the RFD1 decides to retain the taps and lines in place Oxbow Maple would provide the RFD1 with \$1 per maple tap and \$2 per Birch tap on an annual basis, also regardless of the maple market fluctuations during lease time. g) The offer still stands to do winter logging together this coming winter.

John Taylor from the *Upper Valley Trails Alliance* informed [us] that the UVTA is interested in the Kent’s Ledge trails. They would offer to help write grants to maintain the trail, mark the trail with signs to keep people away from the wrong trail which passes the reservoir, would add (if the RFD1 permits) the trail to the Trail finder website, obtain and appropriate volunteers to maintain the trail. He had spoken with the VLS already and they are willing to add a 1 day/year volunteer program through the school. The trails and property were minimally discussed, and Mr. Taylor left information for the Board to look through.

Wayne reported that few meters were in need of replacement. The river is getting extremely low, and a leak has still not been located. Daily fluctuations are between 30-40,000 gallons. The low water situation was discussed. The Board decided to warn the users to conserve water since levels are dropping steadily.

RESCUE: Update: Calls as of 10/12/16 year to date comparisons were as follows: 2016 – 311, 2015 – 245, 2014 – 247, 2013 – 223. There will be a MCI (Mass Casualty Incident) drill in June, it was discussed with **Paul Brock**. It will be a district wide drill. The next planning meeting is on Tuesday.

David K. and **Mary G.** reported on behalf of the Rescue Advisory Board. It is their official recommendation to charge for non-transport calls related to auto incidents at a rate of \$200 per call, and all other non-transport (not including lift-assists) be charged \$150. Discussion ensued with **Seth** recommending to not differentiate for the auto calls. **David P.**'s recommendation was \$150 auto and \$100 for all others. **Wayne** wants to know what it costs to operate the vehicle for just one hour. **Seth** motioned to set a rate of \$150 per non-transport call, NOT including lift assist calls. **Bill** seconded, there was no further discussion, and the motion passed 4-1. Also distributed were job descriptions for the Advisory's proposed restructuring of the Rescue Squad employees. The Advisory's recommendation was to split the current Administrator's position into two. A full time paramedic and an administrator who would work roughly 15 hours per week. Concerns with documentation errors for billing, crew paperwork training, new coding rules, as well as new software and the timeline for instituting each were all discussed. After the Advisory members left the items were discussed at length with **David P** and the Prudential Committee members. **David P.** advised that if the Committee moved forward with the Advisory's recommendation it would be without him. **Seth** felt that the full time personnel should be in charge. **David's** opinion of the Advisory's report was discussed, as well as the concerns outline in them. The Board requested more information regarding **David's** day to day activities. He will be keeping a log. **David P** was asked for his restructure plan. His plan was reviewed, and an official proposal will be presented for the next meeting.

The Board ok'd **Heidi** to complete minutes for the meeting from home in order to devote office time to the current water billing.

Wayne motioned to adjourn, **Seth** seconded, and the meeting adjourned at 9:20pm 5-0.

Respectfully submitted,

Heidi L Vogt, Administrative Assistant/Bookkeeper

NEXT MEETING: Wednesday, October 26th, 2016