

**Minutes of the Royalton Fire District #1
Joint Meeting of the Prudential Committee
and Rescue Advisory Board**

November 23, 2016

Members attending: **Seth Stoddard** – Acting Chair, **David Whitney** – Member, **Don Lovejoy** - Member
Advisory Board attending: **Mary Gavin** – Chair, **David Kimball** – Vice Chair, **Brenda Field**, **Nathan Potter**,
Corinne Ingraham, **Phil Gates**
Officers attending: **David Palmer** – Rescue Administrator
Squad employees attending: **Ebben Whitehair**, **Erin Guyer Odett**, **Cassie Maclay**, **Chase Ackerman**

Seth called the meeting to order at 7:00pm.

Don motioned to accept the agenda as presented, **David W.** seconded passing the agenda 3-0.

David W. motion to accept the minutes from November 9th, 2016, **Don** seconded passing the minutes 3-0.

David W. requested to table the minutes from November 16th for the next meeting due to Wayne Manning's absence and a few questions regarding the minutes.

RESCUE: David P. reported calls to date as follows: 2016 – 348, 2015 – 287, 2014 – 287, 2013 – 268. He also reported that the ambulance was in the shop today for a new battery and fuel filter. [We] recently received a \$1,000 donation for uniforms. He requested an executive session later in the meeting to review a recent disciplinary action.

The Advisory Board (AB) presented their suggested Budget for the FY '18 line by line. David Palmer's structure proposal fit nicely into the budget leaving [us] with a suggested per capita rate of \$55.01. The AB recommends accepting the budget as presented since it incorporates a lot of needs. Job descriptions need minimal editing, but the general concepts are good. **Seth** has worked on a Contract for **David P.**, and calls executive session (ES). **Don** motioned to enter ES, **David W.** seconded, entering ES as of 7:20pm. ES ended at 8pm and the two Boards reported they had reached a contract agreement with **David P.** **David W.** motioned to accept the contract as amended this evening, **Don** seconded passing the contract 3-0. **David P.** officially rescinded his resignation, celebration ensued. **David W.** motioned to act upon the discipline discussed during ES, **Don** seconded, and the motion passed 3-0. The incident occurred November 7th, and discipline was given on November 14th. The Prudential Committee (PC) and the AB agreed, during EC, that the AB would "take control" of the Rescue Department moving forward. **David P.** would report to them, and they must all continue to work within the budget. Bylaws will need to be made regarding powers and responsibilities, etc. **Seth** will start a rough draft. **David P.** and his deputy should both attend AB meetings.

FIRE: The Chief was not in attendance; no update was available. The FY '18 budget was tabled for the Chief to be present.

WATER: The Water Operator was not in attendance; no update was available. Members discussed the condition of the Cole/Obuchowski line update. All reports say it is going well, two lines came down the same ditch and they were able to use the neighbors curb stop. **David W.** has many questions and requested that his topic be added to the next meeting's agenda. **Phil** reported that the sewer lines for Rainbow/Pluck hill designs are being finalized. The project was discussed, and will hopefully begin in the spring.

RFD: Don motioned to accept **Bill Ballou**'s resignation from the PC with great sorrow, **David W.** seconded, and the resignation was accepted 3-0.

Holiday hours will be discussed on the 14th, as well as the plan for the next annual meeting.

Don motioned to adjourn, David W seconded, and the meeting ended at 6:51pm 4-0.

Respectfully submitted,

Heidi L Vogt, Administrative Assistant/Bookkeeper