

# MINUTES

## Royalton Fire District #1 Prudential Committee

*Date | time 7/12/2017 7:02 PM | Meeting called to order by Seth Stoddard*

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### In Attendance

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Prudential Committee: Seth Stoddard – Chair, Keith Grimes-Vice Chair, David Whitney, Don Lovejoy, Kyle Jones

SRRS Advisory Board Members:

Jerry Barcelow-South Royalton

David Kimball-Tunbridge

Brenda Field-Tunbridge

Officers & Guests: Wayne Manning, Water Operator;

Paul Brock, Fire Chief;

Heidi Vogt, RFD#1 Bookkeeper/Administrative Assistant

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### Approval of Agenda & Minutes

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Kyle motioned to accept the agenda as written, Don seconded, the agenda passed 5-0. There were no minutes available for vote.

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### Fire Department

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Paul reported there has been very little activity, only five calls. Maintenance and inspections were done to a few trucks. The new utility truck is coming along well, Paul will try to get pictures for the Board when he visits the shop next week.

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### Water Department

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The status of the condo project allocation was discussed and reviewed with those missing from the last meeting. Wayne would prefer to see [them] use the 4" main in the sidewalk vs the park. Seth tabled the subject for the next meeting for more information.

Wayne reported that, weather permitting, paving should start tomorrow.

Keith reviewed a large overdue account and the situation surrounding it. Keith motioned to send a letter to the owner AND tenant of the property, David seconded and the motion carried 5-0.

New renovations at the Marked and Brewing Company were discussed. Are permits and paperwork needed for certain upgrades? An application is needed for their proposed sprinkler system, and a flow test is needed for the design planning.

Questions arose regarding who is responsible to inform the building owners what permits and such [from us] are needed. Seth reported that the market is wanting to research which direction they'll go

– and no final plan (which Wayne said was needed) will be generated until research on both is complete including flow test results. Wayne reported there are recent results on plans in our files. Heidi is to find them and send them to the designer asking if they are sufficient. If we cannot find them, Wayne suggested re-doing the test then.

Wayne reported that storms have been creating a bacteria problem – but levels are starting to return to normal.

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## Rescue Department

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Three Advisory members were present. They report that Sharon signed the contract for three years. [They] inquired about moving forward with a new bookkeeper for just Rescue. Seth prefers that Bylaws wrapped up. The Advisory has edited per agreed specifications and presented the document for signing, as was done. David motioned to accept the Bylaws as amended, Don seconded and the South Royalton Rescue Advisory Board Bylaws were accepted 5-0.

[They] reported there are three good candidates for the bookkeeper position and requested to move forward. Seth reiterated that Heidi's office hours would not be diminished, but would be refocused to Water and Fire. Logistics of said new bookkeepers position and employment level will need to be worked out. The Boards agreed there needs to be a point person to aid in doing so, Jerry volunteered.

There was some discussion regarding a contract or the need thereof with the Town of Royalton.

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## RFD Business

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Keith reviewed Oil Quotes. Dead River said, "We will NOT lose your business." Municipal buying groups were discussed. [We] will look into creating a group and what it would take, also how much work it would be for us to do so. Heidi will inquire with Rose as to what they do.

The Public Safety Review Audit status was reviewed. Heidi and Jerry are working together to make a draft policy for submission to Public Safety.

The next meeting date was discussed - decided for August 23<sup>rd</sup>.

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## Next Meeting(s)

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08/23/2017                      Prudential Committee Meeting, Fire District Office 7pm

Keith motioned to adjourn, Kyle seconded, the meeting adjourned at 8:17pm.

After Don & Kyle left, plans in the office were reviewed with three members and Wayne present.