

# MINUTES

## Royalton Fire District #1 Prudential Committee

---

2-15-18 7pm | *Meeting called to order by Name*

---

### In Attendance

---

Prudential Committee: Keith Grimes (Chair), Don Lovejoy, Kyle Jones, Bruce Tibbetts

Officers & Guests: Wayne Manning (Plant Operator)  
Paul Brock (Fire Chief)  
Jerry Barcelow (Rescue Advisory Board Chair)  
David Kimball (Rescue Advisory Board)  
Red Dufrense (Consultant, engineer)

---

### Approval of Minutes & Agenda

---

No minutes were read. The agenda was approved.

---

### Rescue Department

---

Obtaining a credit card for Rescue is ongoing.

Finance committee presented a proposal for a 3% increase in rescue salaries except for the Administrator and the Bookkeeper to be effective next pay period. Kyle motioned, and Bruce seconded, passing the motion.

A motion regarding the requiring of Background checks for committee members was tabled until such time when VLCT can be consulted.

The #1 ambulance has been repaired.

---

### Water Department

---

Mr. Dufrense was present to discuss needed updates to the water plant. Currently the water plant is operating at approximately 80% of capacity. According to state regulations, the plant must be able to operate at peak flow with one unit inoperable. The plant currently has two units, one additional unit is needed to meet the regulations. Dufrense will compile a preliminary engineering report regarding the necessary upgrades to the water plant as motioned by Kyle and unanimously approved.

---

### Fire Department

---

Chief Brock presented a drug and alcohol policy to be used by the fire department. To receive grants the department must have such a policy in place. Kyle motioned, and Bruce seconded to pass the approval of the code of ethics rules and regulations.

Chief Brock has applied to a FEMA grant to purchase new equipment for fire and rescue.

---

## District Business

---

Victoria Paquin was interviewed to fill the Administrative Assistant/ Bookkeeper position.

---

## Other Business

---

Committee reports

- 

---

## Next Meeting

---

Feb 21, 2018- Executive meeting to discuss hiring Victoria Paquin.

Feb 28, 2018 @ 7pm- Prudential Committee Meeting

Motion to adjourn was made at 8:58pm.