

MINUTES

Royalton Fire District #1 Prudential Committee

Wednesday, August 22, 2018 | *Meeting called to order by* Keith Grimes

In Attendance

Keith Grimes- Committee Chair
Don Lovejoy- Clerk
Paul Brock- Fire Chief
Jerry Barcelow- Advisory Board

Kyle Jones- Committee Vice Chair
Victoria Paquin- Admin. Assistant
Wayne Manning- Water Superintendent
David Kimball- Advisory Board

Rescue Department

- While processing a workman's compensation claim the Rescue Department learned that if the fire district was to institute policies regarding safety (driving policies, hazmat policies and similar) that the safety rating of the Fire District would increase, thereby reducing our insurance rates for workers compensation. Steve Belmont will work with Paul Brock to draft these policies for implementation.
- Steve has reported that overtime use has come down. He is in the process of hiring an additional two EMT's in order to reduce overtime needs further.
- It is believed that at one time, a policy was written regarding long time Fire Department Volunteers being eligible for free transport by the Rescue Squad. Victoria will check the office for a copy of this old policy.

Water Department

- The USDA RD has requested that we allocate the funds in the money market account for a specific purpose. Kyle motioned, and Don seconded to allocate the funds as follows:
 - Short Lived Assets Reserve- \$71,001
 - System Delivery Reserve (pipes)- \$30,000
 - Emergency repair reserve- \$30,000
 - Undesignated Reserves- \$47,825
 - This motion carried 3-0
- Meter #84 was double credited a payment in December of 2017. The board determined that the amount of the double payment (\$125) shall be written off.
- Hydrant/line flushing will take place during the week of August 27th
- Two customers with unpaid balances are scheduled for shut off during the week of August 27th if the balance remains unpaid.
- Between the cost of repairing the generator and the cost of repairing the pump control, it is worthwhile to file an insurance claim for power surge damage. Victoria will follow up with Brookfield Electric Generator about the generator repair and will file with VLCT PACIF once all invoices have been received.

- First Branch Coffee is ready to proceed with connecting their fire suppression system. Don motioned, and Kyle seconded to allow First Branch Coffee to proceed with their connection as designed. The motion carried 3-0.
- Keith spoke with a select board member regarding the information that was received by Victoria Paquin from Rose Hemond regarding the possibility of combining the water and sewer departments. The select board member advised that the topic of creating a public works department was discussed at a select board meeting. Keith indicated to the select board member that the Fire District was not interested in such a merger at this time. The select board member likewise indicated that the merger was simply a discussion, and not an intended plan.
- Keith asked Wayne and the other Prudential Committee members their feelings on hiring an operator in training for the water plant. Keith expressed that he was asking for future planning so that the water system would have an operator to step in should Wayne wish to retire. Wayne indicated that the Prudential Committee could hire an operator in training if that was their desire, but that he had no intentions of retiring and that it was an unnecessary expense. Wayne further expressed that the job was not as difficult as everyone makes it out to be, and that becoming a plant operator is accomplished by studying and taking the test. The subject was not discussed further.

Fire Department

- Engine 4 is repaired and in service
- \$4,000 is to be paid from the money market account for the new washing machine which should be installed this weekend
- White River Valley Ambulance generously donated two low pressure air bags, which are used to lift vehicles/ other heavy debris. Training on how to use this equipment will begin shortly.
- A meeting will be held with Jeff Barcelow to update 911 information. North road especially from Barnard to South Royalton will be getting updated so that numbering will be continuous.
- Getting quotes for new fire gear. Purchasing new gear will allow for gear to be placed on a rotation schedule for replacement and use- extending its useful life.
- The fire house is being painted by the Wildcats baseball team as part of their community service project.

District Business

- Kyle motioned, and Don seconded that David Palmer shall be removed from the Bar Harbor Bank & Trust Mastercard. Paul Brock shall retain his privileges. Victoria Paquin and Wayne Manning shall be given privileges on this account and provided with credit cards. The motion carried 3-0.

Next Meeting

Wednesday, September 12, 2018 @ 7pm (55 North St. S. Royalton)

Motion to adjourn was made at 8:25pm and passed unanimously