

MINUTES

Royalton Fire District #1 Prudential Committee

February 13, 2019 | *Meeting called to order by* Keith Grimes

In Attendance

Keith Grimes – Prudential Committee Chair
Don Lovejoy- Prudential Committee Clerk
Victoria Paquin- Administrative Assistant
Jerry Barcelow- SRRS Advisory Board

Kyle Jones- Prudential Committee Vice Chair
Rhonda Murphy- Prudential Committee
Wayne Manning- Water Superintendent

Approval of Minutes

The minutes from January 9, 2019 were read and approved

Rescue Department

- Jerry reports that the process of getting the new ambulance is progressing well. The current rig is having the air ride system repaired and should be back in service very soon.
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Water Department

- The authorized representative for DWSRF documents is out of date. The board moved to designate Kyle as the new authorized signer for DWSRF matters and the motion carried with no dissent.
 - Wayne reports that if the board decides that a spare set of keys for the plant is necessary, said keys must be kept in a locked box that is connected to a remote dispatch in order to be opened. The board determined that they will investigate the costs for such a system and address the issue again at the next meeting.
 - Victoria reports that the water plant project is awaiting the state to make comments on the draft PER before a final PER can be drafted. While waiting for the final PER, Victoria will be submitting an application for the FFY '19 DWSRF priority list. This application is just to advise the DWSRF that the fire district may request funding for a project in the future and does not obligate the district in any way.
 - Keith reports that three of the accounts that were delinquent have either paid in full or have made good faith payments.
 - The tree cutting job at the water plant has been completed.
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Fire Department

- The topic of shoveling out fire hydrants was discussed. The district attempted to find volunteers to complete the task but was unsuccessful. Paul Brock found an individual who was willing to do the job for a rate of \$5 per hydrant. The board moved to authorize Paul to hire out the job of shoveling the hydrants and the motion carried with no dissent.

District Business

- Victoria advised that VLCT offers customized board trainings for approximately \$400 for a two-hour session. These sessions can be delivered at our convenience, including during a regularly scheduled Prudential Committee meeting. The board requested that Victoria send them the information regarding what types of training are available.
- Rhonda Murphy is a newly elected Prudential Committee member and as such needs to be added to all Fire District accounts. The board moved to add Rhonda Murphy to all fire district accounts and the motion carried with no dissent.
- Victoria presented a record keeping schedule for the fire district. This schedule is necessary to allow the district to keep or dispose of records in a way that is compatible with state regulations. The board moved to adopt the record keeping schedule and the motion carried with no dissent.
- Work orders were approved.

Next Meeting

Wednesday, February 27th 2019 @7 PM