

Minutes Prudential Committee April 14, 2021

Royalton Fire District 1 7pm Via Zoom

Present: Theron Manning, Judy Hayward, John Dettwiler, Don Lovejoy, and Chad Barnaby.

Agenda

Call to Order: The Meeting was called to order at 7:03 pm.

Agenda Changes: Theron would like to discuss bid proposal dates; allocation inquiry about the purchase of a property on South Windsor Street; the Radio Tower and its location may be a concern since it is in the construction zone for the water plant project; and the status of the fire pumper at the Plant.

Public Comments: No one from the public is present.

Minutes of March 24, 2021 meeting were reviewed. A motion to approve the minutes was made by John Dettwiler with a second from Chad Barnaby. **The motion carried unanimously.**

Eagle Scout Sign Project - Don Lovejoy will follow up with Peter Thornton.

Chairman's Remarks

Meeting with Naomi Johnson, PE, Dufresne Group- Theron and Judy met with her on April 12.

Timeline was reviewed. Pre-bid meeting for April 30 at 10 am at the Plant for contractors to attend to inspect the plant and ask questions. Engineers will be there. The discussion is between the engineers and the contractors during that meeting. Theron will be present, and the Prudential Committee members are welcome to attend, but we cannot discuss the project with the attendees.

Bid opening was scheduled for May 21, but it may be moved to June.

Judy has asked that they avoid the week of June 7 due to prior commitments that she has.

Tim Knapp will be our contact and onsite supervisor will be Mitchell O'Neil.

There will be specific protocols about Covid-19.

Theron has discussed with Wayne that a set of keys needs to be provided to the supervisor. There will be an overlap and the interface between the old and new systems will require methodical sequencing, so access to the plant will become essential at some point.

There may be momentary disruptions in water operations, but we will need to keep the reservoir full to avoid disruptions in service to the public.

Ben Machin may purchase 230 S Windsor Street. He has inquired about an allocation for the property. Theron believes we may not be able to give any more allocations until the water project is done. Judy sent Ben Machin the application and told him it would be reviewed annually if approved.

There is a radio tower for Royalton Radio. There is a contract specifying a 90-day notice if automatic renewal is not feasible. There has never been a charge for the tower placement. They are plugged into our electricity. The tower is in the way of construction. We are fine with keeping the tower on the property, but Wayne would like to see it segregated from the secure area around the water plant. The

tower may be owned by an individual. What is the organizational status of the radio station? The deal was established in 2014. We need to issue a 90-day notice to get the tower moved due to the construction project and we need to update the terms and conditions. Theron will follow up with the contact.

There is a fire truck pumper up at the plant. There may be a way to sell it. The truck is in the barn. There is a company in Randolph that refurbishes them. We do not need it. It is okay to sell. The barn can be used for storage of hardware, etc.

Water Superintendent Report passed over.

Administrative Assistant Report

Judy reported that she had been working on bank account reconciliations for the past three weeks. She has completed the fire checking account through March 2021 and the water checking account is completed through October 2020. She hopes to finish before she commences the spring billing for water. She thinks she has finished providing documentation to the auditors for the FY 2020 audit. Judy has made a request to the Vermont Bond Bank to consider refinancing the USDA loan. Ashley Lucht told Judy she is reviewing this request. Theron asked Judy to explore funding opportunities for the water meters, Lake John and other capital needs given the Federal Funds coming into the State. He suggested she keep a tickler file of such needs. He noted that we should inspect all meters this summer to determine the extent of needed replacements. Judy will be working on the spring billing as soon as Wayne gets the numbers to her.

Work Orders

The work orders were reviewed. A motion to pay the bills was made by Don Lovejoy with a second from John Dettwiler. **The motion passed unanimously.**

The meeting adjourned at 8:15 pm.

Respectfully submitted,

Judy L. Hayward

Administrative Assistant