

Royalton Fire District 1 Prudential Committee Meeting Minutes

Wednesday, July 28, 2021, 7 pm Royalton Fire District Office 55 North Street, South Royalton, Vermont and via Zoom

Present: David Barker, Corrine Ingraham(zoom), Chad Barnaby (zoom) at office: Theron Manning, Wayne Manning, Don Lovejoy, John Dettwiler, and Judy Hayward

Chair Theron Manning called the meeting to order at 7:02 pm.

Agenda Changes:

We will add David Barker to discuss fireworks for Old Home Days. Don Lovejoy made a motion to revise and accept the agenda; John Dettwiler made the second to the motion. **Motion passed unanimously.**

Public Comments: none.

Fireworks:

David Barker, representing the Old Home Days Committee, said the committee would like to launch the fireworks at the Water Plant, as they have done previously. The same company, North Star, will conduct the fireworks and provide an insurance policy for \$1 million. They were very responsible with cleanup. The fireworks will take place Saturday night, August 28. They need 10 x 20 feet and Wayne asks that they avoid the newly planted grass. They will use smaller rockets. VLS is doing fireworks on Friday night on the Carpenter Land with the same company. David is here to make the request, and he will contact Fire Chief Paul Brock for a sign-off on the Fireworks, including time and date. Fire equipment must be available during the fireworks. If we have drought conditions the fireworks will not be launched. North Star needs to set up early Saturday. They will have staff there to secure the fireworks during the day. Old Home Days will be Thurs-Saturday. Rescue will do the Duck Race. David asks permission to use the land. A motion for permission to use the land at the water plant to launch the fireworks was made by John Dettwiler with a second from Don Lovejoy. **The motion passed unanimously.**

Rescue Squad Report:

Corrine Ingraham presented her report. The Squad received \$22,000 with a net of \$13,545. from the vaccine program. She is quite pleased with the results of participating. The Rescue squad made 439 runs in FY 20, and there was a slight increase to 462 runs in FY21. Average is more than one per day. There were three fatalities in one week which was extremely hard on the crew. The fundraiser Duck Race will be at 3 pm on August 28. She encourages all to buy a family pack of ducks.

Rescue Squad Budget Report:

Ambulance Calls Under by \$10,500; Fund raising under by \$3,000; Subscriptions were up; Payroll was under \$13,000; \$50,000 better than budget on income.

Advisory board guidelines need to be revised since they were last done on February 8, 2017. Corrine will work on a proposal of revised changes. Should be updated on April 1 each year. Corrine will drop off a copy of the existing guidelines in the new box at the Water office.

We thanked Corrine for her report.

Minutes:

A motion was made to accept the minutes by Don Lovejoy with a second to the motion by John Dettwiler. **The motion passed unanimously.**

Chairman's Remarks

Update on Water Project- not rebidding until Fall. We either cut the budget or go after more money. We might not need another bond vote if RFD portion remains under \$1.9 Million. Three quarters of the project will be funded as a grant. Theron told the State that we would err on the side of caution about an additional bond vote if there are any questions. Authorize more funds- Judy feels she can approach the Northern Borders Regional Commission for additional match for this project as well as Lake John.

Sense of the meeting is to start process for an additional request.

Meeting Day and Location- We will stay put for the time being and offer the zoom option. Theron is looking in to expanding the office if our neighbor is open to that. Theron will reach out to them.

Water Usage Reports- Judy reviewed the reports that were emailed to the Prudential Committee.

Water Superintendent Report

Update on Emergency Repairs for Plant and Lake Caspar-Generator is still down waiting for a new controller. Need to flush system. August 14-15 to flush. Judy will place notices in the Herald.

Fairview Terrace electric service should be terminated. Theron will investigate the conditions with Wayne to be sure that we do not have a freeze up in an adjacent water line. Judy will wait direction before calling Green Mountain Power to shut off the service.

Administrative Assistant Report

- A. Financials- We will pass over until the next meeting.
- B. Refinance USDA Loan- It looks like we will save approximately \$42,000, so the sense of the meeting is to proceed with the refinancing.
- C. FY 20 Audit review and plan for FY 21 Audit- Theron noted that we expected to have a supplemental report that broke out the income and expenses between the fire department and rescue services that comprises Governmental Services in the reports. Water is the exclusive item under business services. Judy will discuss this with Samantha Ruggles.
- D. Accounts Receivable/Delinquencies- Judy has begun billing delinquent accounts and has ten accounts on budget payments that should be completed by the Fall billing cycle. Theron will review the list with Judy. We just want to be sure that everyone is treated the same and fairly. We have had a request from a bank regarding a delinquent customer. Judy feels she should review with a lawyer before releasing any information.

Work Orders and Authorization to transfer funds to reserves for FY 21

Don Lovejoy made a motion to pay the bills and make the transfers for the meter reserve and undesignated reserve accounts. The motion included \$ 3,686.95 for the Rescue Squad Work order as well as Water and Fire. **The motion passed unanimously.**

Old Business: Judy will continue to look for the file on the Pumper; she needs some help to describe it. We can list it on Craig's List or in Fire Trader magazine or with a company that sells used fire trucks. She found a file on the radio station, and since the project has been delayed, Theron will investigate extending the lease.

Judy made a motion to adjourn the meeting with a second from Don Lovejoy. The meeting adjourned at 8:20 pm.

Respectfully submitted,

Judy L. Hayward, Administrative Assistant

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