

CANAAN FIRE DISTRICT #1

MONTHLY MEETING

MINUTES

JANUARY 16, 2019

1. OPEN MEETING – The January 16, 2019 Canaan Fire District #1 monthly meeting was opened by Chairman Jeffrey Richards. Those present: Jeffrey Richards, Jeremy Labrecque, Noreen Labrecque, April Busfield and Dave Ceppetelli.
2. ELECT A CHAIRMAN FOR THE PRUDENTIAL COMMITTEE – Jeremy nominated Jeffrey as chairman of the Prudential Committee for 2019. Jeff accepted the nomination.
3. APPROVE MINUTES – DECEMBER 19, 2018 – On a motion by Jeremy and seconded by Jeff the December 19, 2018 Canaan Fire District #1 monthly meeting minutes were approved.
4. REPORT FROM OPERATOR – April reported that the Start Up of the filtration system went well on Tuesday. EII will need to come back for some programming issues. Jeremy mentioned the thermal expansion issue in the piping.
Two of the State of Vermont Water Supply Div. reps (Patrick Smart and Heather Collins) were present to conduct a Sanitary Survey and inspection of the new facility. The District will receive a report on the survey and Permit to Operate as a result of the survey.
April stated that the solar panels at the storage tank for FD#2 are on their last leg. She inquired if the board would consider selling the solar panels from the FD#1 abandoned storage tank to FD#2? She has already touched base with Rodney Smith about moving the panels. The board was in favor of this proposal.
5. TATA AND HOWARD REPORT
 - A. UPDATE ON PROJECTS – Dave gave an update on Contract 4. He listed items yet to be completed. For FY17 project Dave reported that next spring Nathan Street will be completed and Tata and Howard will be sending out Request for Proposals next week for the new meter installation portion of the project. EII has completed their portion of this project so the District will see a final bill next month.
 - B. REVIEW AND EXECUTE PROJECT DOCUMENTS –Contract 4 Pay Application #8 for Daniel Hebert, Inc.in the amount of \$75,810.00 was reviewed and executed by Chairman Jeff Richards, as was MBR No. 31 in the amount of \$95,391.25 (which includes the \$75,810.00 for DHI and \$18,909.60 for Tata and Howard and \$671.65 for small purchases).

Dave presented the board with Amendment No.2 of the Owner-Engineer Agreement in the amount of \$10,895.00 to cover additional time for the RPR due to a time extension on Contractor's unforeseen delay in equipment delivery. Board reviewed and Jeffery executed the document.

MBR No. 9 for FY17 in the amount of \$3,420.00 for Tata and Howard was reviewed by the board and executed by Chairman Jeff Richards.

- C. DISCUSS BORROWING FUNDS UNTIL GOV'T SHUT DOWN IS OVER – Noreen explained that due to the Government Shut Down she acquired application forms for an additional Line of Credit from Community National Bank in the amount of \$300,000 to cover payments to the contractors and engineers until the shut- down is over. On a motion by Jeffrey and seconded by Jeremy the Canaan Fire District #1 Prudential Committee unanimously approved the Line of Credit. Once the board had read through the documents they were executed. Noreen will get the executed documents back to Community National Bank this week.

6. OLD/OTHER BUSINESS – no action

7. ADJOURN MEETING - Chairman Jeffrey Richards adjourned the January 16, 2019 Canaan Fire District #1 monthly meeting at 6:50PM.