

FIRE DISTRICT #1 MONTHLY MEETING

Minutes

FEBRUARY 20, 2019

1. OPEN MEETING – The February 20, 2019 Fire District #1 monthly meeting was opened by Chairman Jeff Richards at 5:58PM. Those present: Jeffery Richards, Norman Labrecque, Jeremy Labrecque, Noreen Labrecque and David Ceppetelli.
2. APPROVE MINUTES - January 16, 2019 – On a motion by Jeff and seconded by Norman the January 16, 2019 FD#1 monthly meeting minutes were approved.
3. ADDITIONS/DELETIONS – no action
4. REPORT FROM OPERATOR –
 - A. Sanitary Survey - Noreen reported that the response letter to the State regarding the Sanitary Survey conducted in January was mailed out to the State Water Supply on February 19th, 2019.
5. PROJECT UPDATES –
 - a. Contract 4 – Fire and Electrical Inspection Results - The board reviewed these documents.
 - b. Sullivan & Powers agreement – On a motion by Jeremy and seconded by Norman the board executed the Audit Agreement with Sullivan and Powers Co.
 - c. Tata and Howard
FY17 Project
Dave presented the board with the O&M Manuals for the Telemetry systems for Canaan Fire District #1 and Canaan Fire District #2.
The documents to be executed by the board for Telemetry were:
Change Order 2 – Extension of Contract Times – Decrease of \$8,610.00
Preliminary Certificate of Substantial completion – Dated October 29, 2018
Final Certificate of Substantial Completion- Dated January 7, 2019
Certificate of Final Completion of Work – Dated February 4, 2019 by contractor,
February 20, 2019 by Tata and Howard Project Manager. On a motion by Norman and seconded by Jeff the board approved the execution of these documents by Chairman Jeff Richards.
Contract 4 – (NOTE: Jeremy Labrecque recused himself from voting on this project)
On a motion by Jeff and seconded by Norman, Chairman Jeff Richards executed the Contractor’s Application for Daniel Hebert, Inc. in the amount of \$29,554.50.
On a motion by Norman and seconded by Jeff, Chairman Jeff Richards executed the Monthly Budget Report in the amount of \$58,293.37.

Dave stated that DHI is in winter shut down at this time and will start up again once weather permits. Dave stated that Misty will verify with USDA on the extension of time due to our location.

Dave stated that he will have the O&M Manual for the FD#1 completed next week.

Dave presented the board with three options regarding the water meter replacement portion of FY17. The board will review and discuss. (See attached)

6. OLD/OTHER BUSINESS – No discussion

7. ADJOURN MEETING – Chairman Jeff Richards adjourned the February 20, 2019 Fire District #1 monthly meeting at 6:56PM.