

FIRE DISTRICT #1 MONTHLY MEETING

MINUTES

August 21, 2019

1. OPEN MEETING – Chairman Jeffery Richards opened the August 21, 2019 Fire District #2 Monthly meeting at 5:35PM. Those present: Jeffery Richards, Jeremy Labrecque, Norman Labrecque, Noreen Labrecque, April Busfield, Dave Ceppetelli (Tata and Howard), Paul Whitimore and nephew (NE Backflow).
2. APPROVE MINUTES - July 25, 2019 – Motion was made by Jeremy and seconded by Jeff to approve the July 25, 2019 meeting minutes. Minutes were approved as written.
3. ADDITIONS/DELETIONS – No action
4. REPORT FROM OPERATOR – April reported to the board on the leak at the residence located at 174 VT RTE 114. She stated that she verbally informed the owner’s son that the leak was their responsibility to fix. The owner had called the office prior to that informing of the leak. A letter from the Prudential Committee will be sent informing the resident that the leak needs to be fixed because it has gotten worse.
5. PROJECT UPDATES –
 - a. Tata and Howard –
 - b. Documents to be approved and executed – MBR, Contractor’s Request – The following documents were reviewed and executed by Chairman Jeff Richards.
FY 14 MPBR No. 38
FY17 Change Order No. 2
FY17 MPBR No. 15rev. – due to incorrect Loan amount on prior MPBRs.
FY17 Contractor’s Application No. 1 for New England Backflow, Inc.
FY 17 MPBR No. 16 – Tata and Howard and New England Backflow, Inc.
 - c. Discuss mix up with meters – Paul Whitimore explained some of the issues he has run into so far with the installation of the meters. He stated that there was no allowance for check valves in the original bid but he has run into a few residences that have check valves. So far he has replaced or reinstalled the check valves and wanted to know what the district wanted him to do about these. April stated that if the home has a check valve already there that we need to put one back to avoid problems with homeowner down the line. The board agreed but if this should become a big ticket item the board may have to revisit since this project has been left with no contingency funds. April explained that she was not aware that it would be the same price for a new meter with Encoder Register install and just the Encoder register install. Since Dave had asked for the list of recently installed meters by the district, she was under the impression that

just installing the encoder would be less money but since it is the same price, she would like to revisit the number of meters to be installed to include those meters she had taken off the list.

6. OLD/OTHER BUSINESS – No action
7. ADJOURN MEETING – Motion was made by Jeremy and seconded by Norman to adjourn the August 21, 2019 Fire District #1 monthly meeting. Chairman Jeff Richard adjourned the meeting at 6:35PM.