

FIRE DISTRICT #1 MONTHLY MEETING

MINUTES

June 20, 2018

1. OPEN MEETING – The June 20, 2018 Fire District #1 Monthly Meeting was opened by Chairman Jeff Richards at 7:00 PM. Those present: Jeff Richards, Norman Labrecque, Jeremy Labrecque, Noreen Labrecque, April Busfield, Dave Ceppetelli.
2. APPROVE MINUTES - May 16, 2018 – On a motion by Norman and seconded by Jeff, the May 16, 2018 Fire District #1 monthly meeting minutes were approved.
3. ADDITIONS/DELETIONS – no action
4. REPORT FROM OPERATOR
  - A. Flushing hydrants – April suggested to the board that they delay the flushing of the hydrants scheduled for tomorrow. She said that she had gotten three different time frames for the shut- down at the Stewartstown Meter building, ranging from 1.5 hours to 3 hours. April explained that in order to flush all the hydrants it will take 6 hours. The board asked if Stewartstown had been notified of the extra time that their water would be shut off and April stated that the notice says 9:00AM to 5:00PM. The board stated that at the meeting with the Stewartstown board it was agreed that we would do the flushing while their water was shut off for this portion of their project and this board would like to stick with that plan. The board told April to flush the hydrants tomorrow as planned.
5. TATA AND HOWARD
  - A. UPDATE ON PROJECTS – With regards to FY-17 Project Dave Ceppetelli reported that EII has installed the antenna at Wastewater Treatment Plant and the panel at the new water storage tank and will do panel at the Water Treatment Facility once that is ready. Dave had the Contractor’s Pay Request #1803-1 which was approved at the last meeting for the board to sign. On a motion by Jeff and seconded by Norman the contractor’s pay request #1803-2 in the amount of \$16,411.00 was approved by the board and signed by Chairman Jeff Richards.

The plans for the water mains replacement have been sent to the State for review. Tata and Howard will send out RFP’s to three vendors for the water meter replacement. Dave presented the board with the Monthly Project Report and Reimbursement Request No. 2 for USDA in the amount of \$21,201.25. This includes the \$16,411.25 for EII and engineering and administrative expenses. After the board reviewed, motion was made by Jeremy and seconded by Jeff to approve. The board approved and Chairman Jeff Richards signed the document.

- (NOTE: Jeremy recused himself from this portion of decisions made) Dave reported on Contract #4. Dave stated that the first Contractor's meeting took place that morning. Dan Hebert, Inc. has mobilized. The site for the Treatment building has been cleared, the hole has been dug by Jim Wells, Excavating for the foundation and piping which are in the process of being done by RG Gosselin and Hebert. Dave added that the Pure Flow filtration system is scheduled to be delivered on August 26<sup>th</sup> which gives the contractors plenty of time to get the building and all systems in place and ready. Dave had the first Contractor's Pay Request for Daniel Hebert, Inc. Jeff and Norman reviewed. On a motion by Norman and seconded by Jeff the contractor's application for payment No.1 in the amount of \$156,465.00 was approved and executed by Chairman Jeff Richards. Dave had the Monthly Project Report and Reimbursement Request for USDA in the amount of \$164,225.58(which included the \$156,465.00 and the balance for engineering) for the board to review and approve. Jeff and Norman reviewed and on a motion by Norman and seconded by Jeff the board approved and Chairman Jeff Richards executed the document.
- B. APPROVE AND SIGN USDA Monthly Project Request & Contractor's Request – see above

6. OLD/OTHER BUSINESS –

- A. Water line across Ethan Allen Park – The board discussed the potential problems that may arise regarding the two residents on Reservoir Road once the springs have been discontinued. The board all agreed that more investigating will be needed before any decisions are made.
- B. Budget Status Reports – Noreen presented the board with the Budget Status Report for the Fire District #1. No questions or concerns at this time.
- C. Brendon Cote – Gravel for driveway in Canaan Mobile Home Park – The board stated that this portion of the project is past the warranty timeline but if there is material left over from the Treatment Plant Project perhaps the Town backhoe could take a bucket load down to this individual and Brendon can spread it out for him.

7. ADJOURN MEETING – On a motion by Norman and seconded by Jeremy, Chairman Jeff Richards adjourned the June 20, 2018 FD#1 monthly meeting at 7:57PM.