

Royalton Fire District 1 Prudential Committee Meeting Minutes

Wednesday, November 16, 2022, 7:00 pm

Zoom and In-person at the RFD1 office, 55 North Street

Present: Wayne Manning, Water Superintendent; Committee members: Don Lovejoy, John Dettwiler, Judy Hayward, and Theron Manning, Chair

Rescue Squad: Corinne Ingraham and Jerry Barcelow

Theron Manning called the meeting to order at 7 pm.

Review Agenda: The agenda was approved as presented.

No Public Comments

Minutes of October 26, 2022: John Dettwiler made a motion to approve the minutes and Don Lovejoy made a second to the motion. **The motion passed unanimously.**

Rescue Squad Report: Corinne Ingraham

Jerry Barcelow came to support Corinne's request to get the Prudential Committee's support to seek grants and a possible bond for the Rescue Squad building that would be on land leased by the Town. The new building will need a water source and a septic system. Theron noted that we will have to analyze whether we have bonding capability to do a bond for the Rescue building. Jerry B. noted that they have done some work but don't want to spend much money until they know they have our support and the Town's. The fire department has not indicated an interest in joining in with the Rescue Squad. Town is doing long-range planning and Theron wonders if this has come up for discussion. There is no plan now to merge. Theron wonders if the Town would build the building and lease it back to the Rescue Squad. Theron thinks it is valuable to look at it both ways. They do have some ARPA funds for architectural design. Corinne thinks it is in the range of \$600,000-\$800,000 to build the new building. We will provide copies of the audits and other financials to help the Rescue Squad in speaking with potential donors and working on the design. We may be at capacity for bonding, so we may not be able to help with a bond, but we won't know for sure until we really understand the scope of the project. Theron suggested a feasibility study with an architectural firm.

Old Business:

By-laws- Judy learned that Fire Districts are not required to have by-laws and that most municipalities enact rules of procedure. She has links from Vermont League of Cities and Towns and Victoria Paquin for samples. She will research and get back to the Prudential Committee with a recommendation.

Rules and Regulations -Theron will finalize the recommendations for updating the Rules and Regulations so we can warn them as part of the annual meeting.

Fire Truck- There is still some interest on the part of a potential buyer.

Chairman's Remarks- Theron Manning

Water Treatment Plant Project

The filter system may not be here until September 2023. Tank may be delivered in February, but they may not be installed right away because some of the parts are delayed. They are concerned about the pump and the dolly. Platforms may not be big enough in case there is a leak. Theron is concerned that the work must comply with OSHA containment rules. Bathroom change seemed too high for changing the flush mechanism. Kingsbury has changed its concrete subcontractor.

Water Superintendent Report -Wayne did not have anything to add tonight.

Administrative Assistant Report

Coordinated List with Listers. Judy has reviewed Lister Jeff Barcelow's list of meters and will send him her updates this week.

Fall Billing- Judy is preparing letters for the delinquent accounts and she is waiting for Wayne to finish reading about 10 accounts. She has invoiced over \$116,000 so far so we are on pace to exceed the revenue projection for the fall billing. Theron suggested she send the delinquent letters via registered mail.

Line of Credit authorization: John Dettwiler made the motion to authorize advancing \$150,000 on the line of credit so that we can pay the water treatment plant bills this month. Don Lovejoy made a second to the motion. Judy anticipates \$314,000 reimbursement from the State, but it is unlikely that it will arrive before the bill to Kingsbury is due. **The motion passed unanimously.**

Report on computer- Judy reported that an update by Microsoft triggered a problem with the computer. Victoria helped Judy trouble shoot it, but she needed to bring in the computer consultant to fix it. It is fixed but we agreed that we may need a new computer and some additional updates after the first of the year.

The Work Orders for Water, Fire and Rescue were reviewed. John Dettwiler made a motion to pay the bills with a second from Don Lovejoy. **The motion passed unanimously.**

Judy made a motion to Adjourn at 8:20 pm. **The motion passed unanimously.**