

Royalton Fire District 1 Prudential Committee Meeting Minutes

Wednesday, May 24, 2023, 7:00 pm

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

Present: Wayne Manning, Judy Hayward, Theron Manning, Don Lovejoy, John Dettwiler, and Ryan Britch

Theron Manning called the meeting to order at 7:06 pm.

Review Agenda- accepted as is.

Public Comments- none.

Minutes of April 26, 2023. There were no changes. Don Lovejoy made a motion to accept the minutes and Ryan Britch made a second to the motion. **The motion passed unanimously.**

Old Business

Lake John Dam- There is no update at this time. Theron will discuss the project with Naomi Johnson to determine what the cost of the remaining engineering will be.

Spring Billing, Meters, and Delinquencies Judy reported that we have three meters that need work. She will contact Rob Tracey for work at Amy Potter's house. For the most part, customers are paying promptly.

Wayne is concerned that there may be a sewer leak at the former Dodge House. Judy will contact the owner.

Judy has reached out to the attorneys about the delinquent accounts.

Judy will get some estimates on computer acquisition. She is hopeful we will work with the group that helped her with the interface between the computer and the printer last year.

Judy thanked John for vacuuming the office with his Shop Vac, and she will purchase a new Shop Vac for our office.

Chairman's Remarks- Theron Manning

Land Lease Agreement for Rescue Squad—Theron signed off on the agreement between the Town and the Rescue Squad to lease land for the new Rescue Squad headquarters.

Water Treatment Plant Project- Theron wants to review the payment requests at the Prudential Committee Meetings moving forward. We reviewed Payment Request 11 and approved it.

We are currently operating under a no cost increase extension through August. This date is well beyond the April 22 deadline, and we should not pay additional costs for items that are part of the general conditions and that should have been done by the April 22 deadline.

Water Superintendent Report

Water Usage Report- Overall water usage is down significantly from a year ago, but there appears to be the start of an increase in monthly consumption.

Administrative Assistant Report

Audit Planning-Judy informed the board that we have expended more than \$750,000 in Federal funds so we will need to do a single audit on top of the regular audit. Judy will attend a webinar training program that RHR Smith is offering about single audits later in June. Our auditor had estimated the Single Audit cost to be \$3,000 +/-.

EPA grant update

Judy and Theron met with Cindy Parks about the EPA grant. It may be possible to use the funds for water items other than the plant. Ryan offered to look over the grant information. Other projects include the following: Lake John Dam, pumping station, or pipes on S. Windsor Street. Should we have separate meters in the trailer park is another question. Ryan hopes we can minimize the burdens on the rate payer and still accept as much federal money as possible.

Theron will ask Naomi about the costs for the pumping station. Judy Hayward made a motion to use up to \$140,000 from the line of credit to pay Water Treatment Plant costs. Don Lovejoy made a second to the motion. **The motion passed unanimously.**

Just received a request from the State for participation in a voluntary Cyanotoxin monitoring program. She will investigate further. The sense of the committee is that we are not likely to have it in our water supply.

Work Orders—Ryan made a motion to pay the bills and John Dettwiler made a second to the motion. The motion carried unanimously.

Judy made a motion to adjourn with a second from Don Lovejoy. **The motion passed unanimously.** The meeting adjourned at 8:15 pm.

Respectfully submitted,

Judy L. Hayward

Administrative Assistant/Bookkeeper