

Royalton Fire District 1 Prudential Committee Meeting Minutes

Tuesday, February 28 , 2024, 6:00 PM

55 North Street RFD1 Office

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

Theron Manning called the meeting to order at 6:03 pm.

We reviewed the agenda. John Dettwiler made a motion to accept it as is. Ryan Britch made a second to the motion. **The motion passed unanimously.**

Public Comments: None

Minutes of February 13, 2024: Don Lovejoy made a motion to approve the minutes of February 13. Ryan Britch made a second to the motion. **The motion passed unanimously.**

Old Business

The USDA grant for Lake John - Dufresne Group has withdrawn its proposal because our engineer thought we were not ready to proceed. Theron is trying to determine if we can improve the spillway to make it safe. He spoke to Ben Greene who indicated that he would consider a partial project.

EPA application for the Water Tank and Filter Installation and Repairs- The EPA contact reviewed our draft, and we are approved to proceed with the submission.

Rescue Lease with Town—The surveyor has mapped out the property and site. We hope that the Town will assume fiscal responsibility for the project.

Planning Priorities Discussion- Judy noted that it is time to update our five-year financial plan and that she can work on that this spring after the EPA grant is submitted. Theron said we should set aside one meeting for a planning discussion. He believes it would be good to meet with Paul Brock and Wayne Manning to discuss needs. Meter assessment would be a good topic to discuss with them.

Personnel Policies TM signed the retirement plan. Judy will work on developing a list of benefits that are offered by the District.

Chair's Report We need to review the Agency of Natural Resources report on some items for the grant. Theron has emailed it to the Prudential Committee.

Water Superintendent's Report was passed over tonight.

Administrative Assistant's Report- Judy noted that we had received a failure to file notice from the State for a water report in August. We need to disclose this to the customers within 12 months. She will check with Wayne to see if the testing was done, and if the report was not submitted or if the report was sent to the State and was lost.

Judy will reach out to the auditors since we must file some reports by the end of March.

John Dettwiler made a motion to pay the bills and Don Lovejoy made a second to the motion. **The motion passed unanimously.**

Judy asked for authorization to repay our internal borrowing since the State has reimbursed us sufficiently. \$180,000 will be returned to the checking account and \$106,000 will be returned to the water savings account. The sense of the meeting was to proceed, and the transfer was signed.

New Business

John Dettwiler reported on Rescue Squad advisory meeting. An update for personnel policies will be forthcoming from the,.

At 6:49 PM we entered Executive Session for a contractual matter, and we concluded the Executive Session at 7:20 pm

Judy Hayward made a motion to adjourn the meeting and Ryan Britch made a second to the motion. The motion passed unanimously. The meeting adjourned at 7:28 pm.

Respectfully submitted,

Judy L. Hayward, Administrative Assistant