

Royalton Fire District 1 Prudential Committee Meeting Minutes

Wednesday, October 25, 2023, 7:00 PM

55 North Street RFD1 Office

Present: Don Lovejoy, Theron Manning, Judy Hayward, Ryan Britch,

Theron called the meeting to order at 7:03 pm

Review Agenda- The agenda is good as is.

Public Comments: none.

Minutes of October 11, 2023, Don Lovejoy made the motion to accept the minutes and Ryan Britch made a second to the motion. **The motion passed unanimously.**

Old Business

EPA Grant – Judy submitted the letter to the EPA Region 1 outlining the water tank and the filtration system as the designated items for the Congressionally Directed Spending Grant

Administrative items: No update on the lease with the radio station.

Online Payment for Credit Cards- Judy recommended that we sign the updated agreement. We will keep the Vermont Information Consortium and our customers will now be charged 3 percent for credit card payments and \$1.50 for e-checks. Judy will sign the new agreement.

No update on the computer purchase. Wayne purchased a micro cell booster through Verizon that works for his phone. We may need to purchase something else later. We will hold off on the lighting upgrade at the Plant and in the office until the water treatment plant is completed.

Chairman's Report

Water Treatment Plant Project Update-

Kingsbury plans to start up again on Nov. 6. They will receive and unload the filter.

Plant shutdown will take place the week of November 13

Theron has been working with Wayne to bring the water tank online. This will give us needed backup during the plant shutdown. We don't want to treat the chemicals from the top to avoid staff climbing 15 feet. Wayne thinks testing is going to be more frequent once the tank is online.

The project may be finished by February 6, 2023.

Fence- Theron is waiting to hear from the company to fix the fence. The lower gate is not working well. We may have to put in a new one in the spring.

Water Superintendent's Report- passed over tonight.

Administrative Assistant's Report

Judy distributed the FY 23 Budget/Actual Comparisons- We need to adjust for capitalizing expenses and for the use of the Line of Credit. We operated at a surplus.

Judy has been meeting with FEMA for Wayne's overtime, PH and Chlorine monitors and possible upgrades for the pump station.

Work Orders : Fire: \$5,710.41; Water: \$3,427.26; Rescue: \$6,619.73

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

New Business

VT WARN- John Dettwiler explained that he had attended a Vermont Agency of Natural Resources training program. There is a mutual aid system to support water and wastewater treatment facilities. We will investigate joining. It is possible to borrow specialized equipment through this program .

The Prudential Committee entered executive session at 7:45 pm to discuss a Personnel matter and two contract matters.

We ended the executive session at 8:00 pm.

Ryan Britch made a motion to offer Paul Brock the water superintendent/operator position per the letter reviewed John Dettwiler made a second to the motion. **The motion was approved unanimously.**

Don Lovejoy made a motion to adjourn at 8:05 pm. **The motion passed unanimously.**

Respectfully submitted,

Judy L. Hayward

Administrative Assistant/Bookkeeper