

## **Royalton Fire District 1 Prudential Committee Meeting Minutes**

**Wednesday, February 22, 2023, 7:00 pm**

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

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

Theron Manning called the meeting to order.

The agenda was accepted as presented.

Public Comments- none.

Minutes of February 8, 2023- A Motion to approve minutes was made by Don Lovejoy with a second to the motion by Ryan Britch. **The motion passed unanimously.**

Old Business

A revised contract was signed by the engineer. Cindy has requested a start-up date before she signs off. Theron thinks that will be covered in the Change order.

USDA Loan for Lake John Project Update

Tell USDA we are submitting the application. Dave Kimball told Theron that USDA won't let them apply for funds until we act on the Lake John project.

Judy reported that a recent payment from the State was made quickly. She thinks the new line of credit paperwork was emailed by secure transmission. The quick turnaround by the State means that we can pay Kingsbury without having to borrow funds again this month.

Chairman's Remarks- Theron Manning

Water Treatment Plant Project- Some work may be needed for a few days after the shut-down, scheduled for February 24.

There is a leak in the 2-inch pipe from the Reservoir. Theron called NICOM. It should be fixed in the middle of March. We now have stair access to the space in the basement.

The expense of one of the Change Orders will be split with Dufresne. The amount is approximately \$3,500 We will bill them \$1,750. Judy and Theron will discuss this invoice.

We discussed retaining Simon Services for back up for Wayne. Theron wants to develop procedures into a manual. Simon will have to train on the old system, so we have back-up with the existing system. They will have to be part of the training on the new system as well. We will schedule a walk-through for the prudential committee once the winter shutdown for the project is in effect.

Water Superintendent Report – Wayne is not here tonight so we passed over this report.

Administrative Assistant Report-Judy Hayward

Fall Billing/ Delinquency Update – Judy reported she attended the auction for the property on Fairview Terrace. She expects that we will be paid in full, either by the bank or the buyer.

Judy will follow up with the property owner that had large leak to negotiate payment.

Some people have opted for payment plans after receiving the latest round of delinquency statements. She will send letters again to those who have not responded.

Judy heard back from Shirley Jefferson, Vice President, VLGS and they would like to work on a shared recognition event to thank Senator Sanders for his efforts for the Water Treatment Plant Project and the Law School.

Judy reviewed the work orders: Rescue: \$6,496.10; Fire: \$4,076.64; Water: \$4,464.16; Water Construction: \$250,061.15.

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

We do not need an executive session tonight.

Judy Hayward made a motion to adjourn and Ryan Britch made a second to the motion. The meeting adjourned at 7:57 pm.

Respectfully submitted,

Judy L. Hayward

Administrative Assistant/Bookkeeper