

Royalton Fire District 1 Prudential Committee Meeting Minutes

Wednesday, November 8, 2023, 7:00 PM

55 North Street RFD1 Office

Present: Corinne Ingraham and Stephen Sanborn, Rescue Squad; Theron Manning, Paul Brock, John Dettwiler, Don Lovejoy

Theron Manning called the meeting to order at 7:00 p.m.

Review Agenda: The agenda was accepted as is.

Public Comments: none

Minutes of October 25, 2023: Don Lovejoy made a motion to accept the minutes of October 25, and John Dettwiler made a second to the motion. **The motion passed unanimously.**

Rescue Squad Report and Budget

Corinne Ingraham and Stephen Sanborn presented the FY 25 budget. They anticipate an 11.9 percent increase. Personnel represents a change; they will hire four (4) full-time employees with some benefits. This increase will give the Rescue Squad a competitive edge in hiring and will solve their coverage problems. They are working with Gifford to do home visits. There is a new advisory board member from Tunbridge, John Durkee, CPA. They need a new board member for Sharon. They have a new lease with the town for the new building.

Old Business

Judy Hayward reported that she had a good meeting with EPA and is ready to submit the grant application.

We discussed the FEMA request. We did not meet the threshold for Wayne's overtime for reimbursement. FEMA and the State are recommending that we pursue State sponsored 404 funding for the pump station control relocation. The contractor consulted for the monitors feels he can repair them. We will probably not proceed with the application. It is a longshot for the monitors, although that would create an application that

would include the overtime and the cost of the monitors, probably approaching \$20,000. Judy is meeting with FEMA on Nov. 15; she will discuss withdrawing with them at that time.

Step 3 Subsidy update: Theron thinks the subsidy will be provided at the end of the project. We are awaiting final confirmation of that.

USDA- We are concerned about proceeding until we have final accounting of where the costs for the Water Treatment Plant Project will land.

VT Warn- We will join. Judy will follow up by sending Paul Brock the handouts.

Judy will get the radio station lease finished.

Theron will work with Paul on the cell signal at the water treatment plant.

Chairman's Report

Theron welcomed Paul Brock to the water operator/superintendent position and to the meeting.

Water Treatment Plant Project Update- Wayne, Paul, and Theron are working on filling and sanitizing the tank. Kingsbury has figured out a way to install the 3rd filtration unit and avoid a multi-day shutdown.

Fixing the fence. Theron called Springfield Fence- their price is half that of the other contract, but they would have to do it next summer. We may do some of the work on our own and go pick up the pole and fencing. If we proceed in this fashion, Theron will bring them a check and it would be a cash and carry transaction.

Water Superintendent's Report- Paul and Theron reported that they had discussed the leak near the fire station and that the Fire Department will absorb half the cost. Judy will ask Victoria to send the fire department appropriation.

Administrative Assistant's Report. Judy handed out the financials as of October 31 for Fire and Water. She will work on the budget to actual comparison and prepare a subsidiary ledger for the Water Treatment Plant Project- the items for which are capitalized and the current financials include both operations and this and other capital projects. A subsidiary ledger for the project should help clarify our financial position.

Work Orders: Rescue is \$4,237.58; Water is \$1,980.41; and Fire totals \$2,360.85. John Dettwiler made a motion to pay the bills. Don Lovejoy made a second to the motion. **The motion passed unanimously.**

New Business

Paul reported for the fire department that the Engine will be repainted soon. He asked Judy to prepare the letter of request to VLS. He will need the budget in the next week or so.

The annual meeting will be held On Monday, January 8. Judy will see if the Town meeting room is free. Judy will need to warn it between November 30 and December 8.

Theron asked if were willing to try meeting at 6 pm for our meetings. We agreed to try it. The next meeting will be Wednesday, November 29 after the Thanksgiving holiday.

We entered Executive Session for Personnel and Contracts at 8 pm and concluded the executive session at 8:25 pm.

Judy made a motion to Adjourn at 8:30 pm with a second from John Dettwiler to the motion. **The motion passed unanimously.**

Respectfully submitted,

Judy L. Hayward

Administrative Assistant/Bookkeeper