

**North Branch Fire District #1
78 Dorr Fitch Road
West Dover, VT. 05356**

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Minutes of the Regular Meeting of the North Branch Fire District #1, Prudential Committee, July 8, 2015.

This Meeting, having been duly warned, was called to order at 1:00 p.m. by Chairman, Hobart Terhune.

Members Present: Thomas Ferrazza, Hobie Terhune, Edward Barber and Daniel Facilla.

Absent: Cyndee Frere.

Also Present: Daniel Hoviss, Penny Larson, Patience Schneider, Bart Howes, Rebecca Snow and Linda Holland.

Public Comment: None.

Letters: Dated June 2, 2015 a letter from the Town of Dover, Development Review Board granting the request of the Fire District to construct a shed/storage facility as a permitted use to a Conditional use, in accordance with Sections 300, 380, 385 and 470 of the Dover Zoning Bylaw.

Dated May 29, 2015 a letter from the Department of Environmental Conservation stating that both Carl Bartlett and David Webber have passed the Grade 1 Domestic wastewater operator certification exam.

Dated June 5, 2015 a letter from Holland to Mr. & Mrs. Andrew Rizzoni, owner of GS128, explaining the assessment of \$322.55 in penalties and \$40.31 in interest charges.

Dated June 2, 2015 a letter from the Windham County State's Attorney, stating the Judge approved and signed a Restitution Judgment Order directing the defendant to pay restitution to the North Branch Fire District in the amount of \$50.00 for the replacement of the mailbox and post.

Dated June 24, 2015 the Annual Inspection from Edward Floyd, Technicon P.C. to John J. Akielaszek, Program Manager, State of Vermont DEC – ANR. This annual inspection is intended to satisfy Condition D6 of the operating permit.

Dated June 26, 2015 a letter to John J. Akielaszek from Chief Operator, Bart Howes in response to the annual inspection, specifically the monitoring for worsening condition at the Negus Pump Station due to uneven pump run times, the repair of a 6” tear in the polishing pond lines, repairing the spalling concrete patches in the reactors and the continuing inflow/infiltration program.

Dated June 30, 2015 from Lincoln Financial Group a letter stating that they have requested additional information from the claimant. This information must be provided to Lincoln Financial Group no later than August 14, 2015.

Minutes: Ferrazza moved to approve the Minutes of June 3, 2015 as submitted. Seconded by Barber. Passed unanimously.

Ferrazza moved to approve the Minutes of June 10, 2015 as written. Seconded by Facilla. Passed unanimously.

Daniel Hoviss/Solar Proposal: Mr. Hoviss handed the Committee an information packet to look over. The 60 acre parcel, located in Wilmington poses some challenges such as, no bridge access and the lot would have to be cleared in excess of three acres to develop a 275 KW system. Facilla suggested leasing the land and having investors buy into the project. Hoviss explained, in Vermont there are five different ways to do a Community Solar System, but they take approximately six months, plus or minus to process. Mr. Hoviss suggested a floating system installed on the ponds. Howes informed the Committee and Mr. Hoviss that due to the fluctuation in the pond levels that this idea would not work. Mr. Hoviss suggested placing a structure over the ponds to hold the solar panels. Howes was concerned about getting the equipment out to build the structure when the berm between and around the ponds is so narrow. Mr. Hoviss will contact Holland and set up a meeting to consider developing a proposal for a Community Project. Facilla, Ferrazza, Terhune, Barber and Howes expressed an interest in meeting again. Suggested time is 9:30 – 10:00 a.m.

Chief Operator’s Report: Howes submitted a written report stating the status of the treatment facility on a daily basis for the month of June.

Operational Doors and Windows: The following three bids were received.

Rayl Construction - \$13,902.90

Betit Construction - \$13,050.00

SMR Contracting - \$11, 500.00

Ferrazza moved to hire SMR to install the new windows and doors in the operations building. Seconded by Facilla. Passed unanimously.

Badger Meters: Stiles has agreed to take back our unused radio heads for a full refund. The invoiced amount totaled \$19,080. This included 60 heads and the activation fee. Stile’s is now offering the 10 heads included with the starter program in the activation

fee. Activation fee with 10 free heads is \$5,250.00. 46 fully loaded heads @ \$277.00 each = \$12,742.00 and 2 sets of high/low compound heads @ \$544.00 per paid total \$1,088.00.

Howes has also been made aware that there is interest in constructing a distillery in Town and hooking it to our collection system. This is an industrial type of discharge requiring the owner to prove it will not affect the treatment facility in a negative manner.

Discharges from a distillery are generally high in temperature, BOD and very acidic. Pending literature from the manufacturer outlining the discharge is of normal residential sewage quality. Howes recommends the Committee mandate the owner pre-treats the discharge with an isolation manhole, before our main, for us to sample from if the need is warranted.

Private Pump Stations & Collection Systems: Howes and Holland have compiled a list of private pump stations and collection systems. The next step is to get the owners and emergency contact information compiled. Many have not been following our regulations mandating an Engineers inspection every three years. The regulation should be updated to include a penalty for those who do not follow it. In Howe's opinion, certified letters should be sent out to those who are not in compliance giving them until June 1, 2016 to comply.

Treasurer's Report: Ferrazza moved to expend \$41,710.45 to pay the monthly bills. Seconded by Facilla. Passed unanimously.

Snow reported that our prudent reserve is currently \$497,684.11.

The Committee was also handed the Budget vs. Actual year to date for their review.

Snow requested \$549.95 to attend a two day Quickbooks course in Albany. Barber moved to expend the \$549.95 to have Snow attend the Quickbooks course. Seconded by Facilla. Passed unanimously.

Bedroom/Sleeping Space Enforcement: Penny Larson and Patience Schneider attended this meeting to hear what the Committee intended to do regarding the extra sleeping spaces found in various homes and units. The Committee was informed that they cannot get a warrant without probable cause. One immediate solution maybe to have possible violators reported. Example, if someone sees 14 cars in front of a 4 bedroom house, report it to the Fire District so photos can be taken. After a great deal of discussion, this matter will be placed on the Agenda for August 12th. Holland will contact VLCT to see if violations can be sent by Certified Mail.

Review the Delinquent List for Tax Sale: The Committee reviewed a Delinquent Tax List totaling \$79,261.89 including interest and penalty. After removing a name on the list, because they were making monthly payments, the total dropped to \$78,523.53. The Committee approved this list, as amended, for tax sale.

The Committee also reviewed a notice of Delinquent Taxes. After adding the words “or property will go for tax sale” the document was approved.

Lincoln Financial: See letters.

The Peaks #5: Holland gave the Committee the information she found in the Dover Lister’s and Zoning office. According to the Lister’s card the house was not occupied until June of 2004, but was not fully completed until 4/1/2010. Holland will contact Attorney Robert Fisher to see how the Committee should proceed.

Executive Session for Legal Matters: Ferrazza move to go into Executive Session to discuss legal matters at 3:47 p.m. Seconded by Barber. Passed unanimously. Ferrazza moved to come out of Executive Session at 4:10 p.m. **Decision:** Ferrazza moved to write a letter, for the Committee to review, after approval by the Committee send it to Attorney Bixby, have Bixby forward to Attorney Kalter and finally to West. Seconded by Barber. Passed unanimously.

Facilla moved that in the future any legal correspondence and/or communication of any kind shall be made through the Prudential Committee or with permission of the Prudential Committee. Seconded by Ferrazza. Passed unanimously.

Other Business: None.

Old Business: None.

Terhune adjourned the meeting 4:30 p.m.

Respectfully Submitted:

Linda L. Holland,
Administrative Manager

cc: H. Terhune, D. Facilla, E. Barber, E. Floyd, T. Ferrazza, Cyndee Frere, Bart Howes, Ed Floyd, Joe Mahon, W. Buswell, Amiee Pritcher, Arlene Palmiter, Donald Albano, Linda Anelli, Adam Levine, Jeannie Flanagan, Deerfield Valley News and the Brattleboro Reformer.

Posted: North Branch Fire District #1, Wastewater Treatment Facility & Administrations Building. Dover Town Office.