

**North Branch Fire District #1
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Minutes of the Regular Meeting of the North Branch Fire District #1, Prudential Committee, November 11, 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, Cyndee Frere, Edward Barber and Daniel Facilla.

Also Present: Bart Howes, Rebecca Snow and Linda Holland.

Public Comment: None.

Letters: Dated October 26, 2015 notification from the Department of Environmental Conservation that David Webber, Jr. has passed the Grade 2 Domestic wastewater operator certification exam.

Dated October 26, 2015 notification of a hearing of the Dover Development Review Board on Thursday, November 12, 2015 at 7:00 p.m. at the Dover Town Office to consider an application by Twice Blessed, Inc. on behalf of Windsor Gold Star, LLC for a change of a Non-Conforming Conditional Use from a hotel to a community thrift store.

Dated November 9, 2015 a letter from Attorney Robert Fisher stating that those on the delinquent tax list have until December 9, 2015 to pay the outstanding delinquent taxes. The letter goes on to state "The District will institute a tax sale proceeding on your property and a levy and warrant shall be issued against your property. You will be notified at a later date of the time, date and location of the tax sale if you do not pay in full by December 9, 2015."

Dated November 5, 2015 a copy of the break-out of the current bill for the Lodge at Mount Snow, per the owners' request.

Dated November 2, 2015 notification from the District #2 Environmental Commission of a hearing in regards to the Mount Snow application for a project generally described as construction of Phase 1, (Carinthia) of the Mount Snow Master Plan, including seven residential buildings (146 units); a new base lodge and relocation of the existing

snowmaking pump house to a new building. The next hearing will be held on December 8, 2015, at the Grand Summit Hotel in the Deerfield Room at 9:30 a.m.

Dated October 21, 2015 an Official Notice of Violation mailed Certified to Green Mountain Nutmeggers, LLC for the two meters that were found cut and discarded on the ground.

Dated October 15, 2015 a Vermont Municipal Complaint was filed against Windsor Gold Star for violation of Section 5.01 of the Sewer Ordinance. (Removing the seal from the water meters).

Dated October 20, 2015 a Letter of Violation to 458 Shore Road, LLC (SH052) giving them until October 23, 2015 to repair the municipal sewer line damaged while digging to replace their private lateral.

Dated October 29, 2015 an E-mail from Robert W. Giroux, Executive Director of the Vermont Municipal Bond Bank stating that under the new budget deal, sequestration for Recovery Zone Economic Development Bonds will be continued for an additional year and is now set to expire in 2025.

Dated November 2, 2015 a letter to Douglas Kaufmann with the enclosed reports for the Mount Snow Village Homeowner's Association. These reports are mandated by the State of Vermont for this water system.

Minutes: Ferrazza moved to approve the Minutes of October 14, 2015 as submitted. Seconded by Barber. Passed unanimously.

Treasurer's Report: Ferrazza moved to approve the monthly bills totaling \$47,874.28. Seconded by Facilla. Passed unanimously.

The last Operational check written is check #27074
The last Capital check written is check #1052
The last Petty Cash check written is check #852

Snow reported that the current prudent reserve is \$475,584.13.

The Committee took the time to carefully go over the fund balances and budgets.

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

New cell meters: Facilla moved to mandate all meters be changed by January 1, 2018. Seconded by Ferrazza. Passed unanimously. Each owner will receive individual letters stating they must change their meters by the above date.

Howes informed the Committee that it is nearly impossible to determine whether or not a house has illegal hookups, through a deduct/by-pass meter that discharges to the sewer. Some of the pools use the deduct/by-pass meter to fill, however when the pool is drained it comes to the treatment plant. Pool owners are supposed to call North Branch Fire District 48 hours before discharging into the municipal sewer system. The Fire District will set the discharge rate and may require adjustment based upon the pH level and chlorine content. Ferrazza moved to eliminate all deduct/by-pass meters for pools effective from this last billing period, November 1, 2015, forward because the pools drain to the municipal treatment system. Seconded by Facilla. Passed unanimously.

Howes found two accounts on Blue Brook Road that were swapped. Howes feels that the issue is that we have different codes than the Town. This will wait for a new land schedule from the Town.

Howes informed the Committee that he has ordered an air compressor costing \$2,595.00 for our spray and belt press needs.

Ed Floyd has some concerns regarding the structures proposed for our head-works tank and effluent tank. Floyd feels the Fire District is taking on an unnecessary liability by not having the structure's approved by a structural engineer. The head-works building is approximately 13' x 42' and the effluent tank structure is 40' x 27'. Howes mentioned that the studs were 24" on center. The Committee expressed concern and stated they would rather have 16" on center.

The Committee unanimously agreed to hold the maximum amount for meters, at closing and adopt the following policy:

1. In the building inspection prior to the property sale, verify the size/type of meter and plumbing service.
2. Correlate this size to the current meter pricing sheet to choose an appropriate amount to hold in escrow.
3. Verify the price list has up to date pricing by comparing to the latest Stiles invoice. All figures have been rounded to the nearest \$100.00.
 - a. 3/4" meter/water service \$500.00
 - i. This equals a model 25 meter, cell head, 2 gaskets, 2 seals, a 3/4" horn, 1" pack nut for a 3/4 " horn.
 - b. 1" meter/water service \$700.00
 - i. This equals a model 40 meter, cell head, 2 gaskets, 2 seals, a 1' horn and 1" pack nuts for a 1' horn.
 - c. 1.5"-2" meter/water service \$2,100.00
 - i. This equals a 2" compound meter with heads, a flange kit and 3 seals.
 - d. 3" meter/water service \$2,400.00
 - i. This equals a 3" compound meter with heads, a flange kit and 3 seals
 - e. 4" meter/water service \$3,700.00

- i. This equals a 4" compound meter with heads, a flange kit and 3 seals.

Executive Session for Personnel under 1 V.S.A. 313(a)(3): Ferrazza moved to go into executive session at 2:40 p.m. to discuss personnel. Seconded by Facilla. Passed unanimously. Ferrazza moved to come out of executive session at 3:35 p.m. Seconded by Facilla. Passed unanimously. **DECISION:** Howes will change the staff and promote David Webber to Assistant Chief Operator and releasing Arthur Wright III, giving him two weeks' severance in lieu of two weeks' notice and he has the right to appeal if he wishes, as well as an exit interview scheduled for November 18, 2015.

Employee Insurance: Tabled until Wednesday, November 18, 2015 at 1:00 p.m.

Other Business: Terhune will price spikes for the Arborvitae trees along the road as well as the anti-desiccant recommended by Homestead Landscaping. Howes suggested having Shelly Suponski take care of the trees as well as the flower boxes.

Old Business: Tax Sale: Holland met with Attorney Robert Fisher and a tax sale will be held late January 2016 or early February 2016. The initial letter stating payment must be made by December 9, 2015 will be mailed this week.

Lincoln Financial Update: According to Attorney Robert Fisher there is nothing the Fire District can do, the employee is entitled to this benefit until his doctor states it is no longer a disability. The employee is entitled to this long term disability until 2030 according to Lincoln Financial.

Peaks 5: Although the "Notice of Lien" stated there was no meter in the house, Attorney Fisher stands by his original opinion that the Fire District cannot collect from the current owner. If, the original owner of the home still owned it, then there would be the ability to bring a collection action based on the averages of similar homes at the Peaks.

Terhune adjourned the meeting 4:05 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, 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.