

SOUTH ALBURGH FIRE DISTRICT NO. 2 REGULAR MEETING
Monday, March 21, 2016

Present: Prudential Committee members John Fitzgerald, Dan Williams, Paul Hansen (partially by phone)
Clerk Judy Higgins
Treasurer Richard Ernst
Admin. Assistant Danielle James Choiniere
Guest Alain Trahan

Meeting was called to order at 6:35 pm by John Fitzgerald.

AGENDA REVIEW / ADJUSTMENTS

None.

NEW PRUDENTIAL COMMITTEE MEMBER

Dan Williams of Wagner Point was recently appointed by the Town select board on March 17th, and was welcomed into the fold.

APPROVAL OF 2/15/16 REGULAR MEETING MINUTES

Richard Ernst motioned to approve the minutes as written. Judy Higgins seconded, all in favor. Motion carried.

VISITOR INPUT: ALAIN TRAHAN

Alain wanted to see his allocation and connection requests fulfilled, paperwork that had been discussed at an August 2015 meeting but not completed. The board approved and John Fitzgerald signed each document. Alain's second topic was the waiving of late fees incurred from 1) at the closing when he purchase the property and 2) from allegedly not receiving the bill due December 2015. In both instances, the board expressed the penalties and interest would not be waved, exactly how other local municipalities would react. The bills mailed after Alain was the owner had the correct address and did not come back to the office so the issue is perhaps with the post office, but is no fault of the board. Alain acknowledged their decision and left the meeting.

TREASURER'S REPORT / AUDIT / WARRANTS

<u>People's United Bank</u>	\$50,594.33 (Operating Account)
	\$1001.07 (Project Account)
	\$84,658.33 (Capital Fund)

<u>NCFCU</u>	\$50.00
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\$250 was needed to pay Endyne Labs for lead and copper testing

\$554.40 was needed to reimburse the village for Admin. Assistant payroll

Judy Higgins motioned to pay the warrants. Dan Williams seconded, all in favor. Motion carried.

The board had reviewed the audit performed by Sullivan, Powers & Company and was satisfied. Paul Hansen, via phone, motioned to approve the audit, Dan Williams seconded, all in favor. Motion carried. Richard Ernst motioned to accept and sign the client rep letter accompanying the audit as written. Judy Higgins seconded, all in favor. Motion carried.

REVISIONS TO MOU WITH VILLAGE

After scheduling a joint meeting with the village and having it canceled, the district has decided to wait until

Paul Hansen has returned from his travels to address this topic more thoroughly. Paul Hansen agreed to send the village trustees an acknowledgment email.

DELINQUENT WATER ACCOUNTS

There were 7 properties on the list , many more than one quarter behind. At some point the board will need to initiate a formal collections plan.

REVISED TOTAL COLIFORM RULE PLAN DUE 3/31/16

Jason Beaulac completing(ed), but no news from him. John Fitzgerald or Danielle James Choiniere will contact him.

DISTRICT EXPANSION / TAXATION

Judy Higgins obtained a quote from Staples on getting Distict Expansion letters printed, stuffed, and mailed. The fee for such would be \$1,050.07. This figure did not include pre-paid return envelopes which would be \$264.66 extra. They also cannot get postage for any pre-paid return envelopes for those in Canada. Either the board would have to handle those stamps or not include pre-paid envelopes. Richard Ernst reminded the board they did not use pre-paid envelopes for the last survey and got about 50% of them back. Richard Ernst motioned to spend and authorize payment for \$1,050.07 to get the letters printed, stuffed, and mailed. John Fitzgerald seconded, all in favor. Motion carried.

District Taxation was tabled.

SELECTING NEW ENGINEERING FIRM

Tabled.

CURBSIDE WATER SAMPLING TAPS

Suggested by Jason Beaulac in January for ease of testing and results. Tabled until Jason can provide suggestions on manufacturers, cost, etc.

PUBLIC COMMENT

None.

MEETING ADJOURNED

Richard Ernst motioned to adjourn meeting at 8:23 pm. Dan Williams seconded, all in favor. Meeting adjourned.

Respectfully submitted,
Danielle James Choiniere