

**CANAAN FIRE DISTRICT #1**

**MONTHLY MEETING**

**MINUTES**

**August 16, 2017**

1. OPEN MEETING – The August 16, 2017 Canaan Fire District #1 monthly meeting opened at 7:05PM. Those present: Norman Labrecque, Jeffrey Richards, Jeremy Labrecque (via conference call), Noreen Labrecque, April Busfield, David Ceppetelli, Robert and Terry Kimball.
2. APPROVE MINUTES – JULY 19, 2017 – On a motion by Norman and seconded by Jeff the July 19, 2017 meeting minutes were approved.
3. ADDITIONS/DELETIONS - None
4. NEW BUSINESS
  - A. Tata and Howard – Dave gave an update and had documents to be executed for each Contract below.
    1. Contract 1 - Munson Earth Moving, Inc. had been up this week to take care of the lawns that were in need of more loam and seed.

Dave presented the board with the following documents to be executed for Contract #1: Change Order #5 (reflected the \$7,944.00 decrease that the board had negotiated in July), Contractor's Application #7(Final payment to Munson in the amount of \$15,056.00), Certificate of Final Completion of Work. Dave explained that there is a one year warranty from the date of executing this document for work performed by Munson. Board reviewed all documents and approved. Chairman Labrecque executed the documents.
    2. Contract 2 – Still on hold
    3. Contract 3 – The monthly Contractor's Progress meeting was held earlier in the afternoon with Dave, John Gobeil, April and Noreen present. Dave reported that the project is on schedule, the tank walls and cover are in place and they will start the process of filling and disinfecting the main line and tank next week.

Dave presented the board with Contractor's Application for Payment #3 in the amount of \$216,757.80 and the Reimbursement Request to USDA in the amount of #260,631.70, which includes the \$216,757.80 plus engineering services and administration costs for the 2016 required audit being performed. The board reviewed and approved. Chairman Labrecque executed the documents.
    4. Contract 4 – Dave reported to the board that Tata and Howard are still working on costs for this project and will hopefully have a report for the board at the next meeting.
    5. Contract 5 – Dave explained that Tata and Howard will have a plan for decommissioning the old storage tank for the State by August 30, 2017 as required in our Operating Permit. Dave presented the board with an Agreement between Owner and Engineer for the board to sign. Board reviewed and on a motion by Jeremy and seconded by Jeffrey Chairman Labrecque signed the agreement.

- B. Lawns that people are still not satisfied with – Power House Rd, Christian Hill, Grassy area between Marchesseault and Boynton(drainage needed) - Eric from Munson was here on Monday to make repairs.
- C. Eric left a pile of loam (approx. 8 yards) – Rec Park would like to use it to finish up the soccer field. The board would like to hold off on letting the Rec Park use the loam until they are sure all lawn problems have been resolved.
- D. Does board want Richard Thibeault to mow field as he has done in the past? Board agreed to this.

5. OLD BUSINESS

- A. Servitude of Users Rights – Tata and Howard had reviewed the document and recommended that the Fire District #1 not sign the document because of the ambiguity of it. The board had reviewed all Tata and Howards highlighted points and agreed that they should not sign as written. Perhaps a meeting with the Canadian people is in order.
- B. CFD#1 Rules and Reg. – Next step - approve by board – On a motion by Norman and seconded by Jeffrey the board approved the updated Canaan Fire District #1 Rules and Regulations.
- C. REPORT FROM OPERATOR -
  - A. Need to purchase meters – complaints by Kimball, Bresnahan, School house – Motion was made by Jeff and seconded by Norman to purchase of 5 new meters for the above residences and to have two spares. April explained that the School house will not need a meter until September.
- D. GENERAL PUBLIC COMMENTS
  - Rob Kimball was in to express his concern with the meter at his residence. He is convinced that it is not reading properly. He stated that he has a valve before the meter and when he turned that valve the meter continued to read. Both April and Dave explained that those valves fail all the time and perhaps that valve has failed. April explained that she and Brian have been to the residence on several occasions for this problem and have checked the reader against the actual meter reading and found them to coincide. April also added that the norm for a failed meter is it will read less because of sediments that get into the meter causing it to slow down and not speed up. Mr. Kimball would not accept this explanation and insisted on a new meter. The board agreed to have the meter replaced so since the Fire District does not have any spare meters, April will borrow one from FD#2 to change out the meter for Mr. Kimball and replace it once the new order comes in.
  - Terry Kimball is also still not satisfied with the sidewalk and flowers she complained about in the past. Dave stated that Munson will have someone from Courtland Const. come up and address this.
- E. OTHER BUSINESS – No other business.
- F. ADJOURN MEETING – On a motion by Norman the August 16, 2017 Canaan Fire District #1 monthly meeting adjourned at 8:05PM.