**CANAAN FIRE DISTRICT #1**

**MEETING MINUTES**

**JULY 19, 2023**

1. OPEN MEETING – The July 19, 2023 Canaan Fire District #1 bi-monthly meeting was opened by Chairman Jeff Richards at 5:29PM. Those present: Jeff Richards, Al Buckley, Jeremy Labrecque, Noreen Labrecque and later joined by April Busfield.

2. APPROVE MEETING MINUTES – MAY 17 , 2023 – On a motion by Jeff and seconded by Al the May 17, 2023 meeting minutes were approved.

3. ADDITIONS/DELETIONS – No action

4. GENEREAL PUBLIC – No action

5. OPERATOR REPORT

A. Cook Street Project – Project has been completed and all invoices paid.

B. Border Patrol Meter – April will get a definite price on a new meter for the Border Patrol Station. Currently they are being billed using average usage. As this is not a major issue the board will add the cost of the new meter to next year’s budget.

C. Leak Detection – April reported that the district has been awarded grant funds for this project.

D. New PH Parameters – State – April explained the new parameters and said she has no problem keeping within the parameters.

E. Reclaim pump purchase – April sent the invoice for the Recycle Pump. The cost being $5,647.95. The board reviewed the budget status report and felt that this can be listed under 11-011-1004 – contract labor/connection line item.

F. Valve Exercising Grant – April is still waiting to hear about this grant.

G. Stewartstown Usage – April has been working with Stewartstown Water Precinct (as their operator) and found that their usage is within reason. When studying their usage and individual usages she found about a 24% loss in water which is within the average nationwide.

6. OTHER BUSINESS –

A. Review Budget Status Report – Board reviewed Budget Status Report and Trial Balance Reports and concluded that the district is on target for expenditures. The January Tallmage Plumbing charges should be listed under Water Line Pro. Disp. Exp. Instead of Material and Supplies.

B. The Board reviewed the Well Pump Well & Pump Maintenance and Inspection Service Agreement. . A motion was made by Jeremy and seconded by Jeff to approve the agreement. Motion carried in the affirmative. Chairman Jeff Richards signed the Maintenance and Inspection Service Agreement and Noreen will email to company.

C. Next bi-monthly meeting will be held on September 20, 2023 at 5:30PM.

7. ADJOURN MEETING – Chairman Jeff Richards adjourned the July 19, 2023 Bi-monthly meeting at 6:04 PM.