

Canaan Fire District #1

MINUTES

June 19, 2019

1. OPEN MEETING – The June 19, 2019 Canaan Fire District #1 monthly meeting was opened at 5:35PM. Those present: Norman Labrecque, Jeremy Labrecque, Noreen Labrecque, April Busfield, Dave Ceppetelli, Paul Whittemore,(NE Backflow) Brandon (NE Backflow) and later joined by Jeff Richards.
2. APPROVE MINUTES – JUNE 5, 2019/ MAY 15, 2019 – Motion was made by Jeremy and seconded by Norman to approve the June 5th and May 15th meeting minutes.
3. UPDATE ON PROJECT

FY17 WSI Project

Water Meters – New England Backflow Inc.

1. Review with Paul Whittemore of NEBF. - Dave handed out a chart of FY17 Water System Improvements, Water Meters Change order No.1 and explained the proposed changes to reduce the As Bid Price to fit the funding available for this project. (See attached). The funds left over from Contract 4 will be used to purchase the meters separate from the FY17 Meter Project contract. NE Backflow has a tentative start date of July 15th. FD#1 will provide NE Backflow with all information necessary for the project.
2. Review letter, proposed change order, next steps. – Once all documents have been reviewed and approved by Jon Harries (USDA) the board will meet prior to the next scheduled monthly meeting to execute all necessary documents for the project to proceed without further delay.

Water Mains – Courtland Construction

1. Execute Cert of Substantial Completion – Motion was made by Jeremy and seconded by Norman and approved for execution by Jeff Richards.
2. Execute CO #2. – Motion was made by Jeremy and seconded by Norman and approved for execution by Chairman Jeff Richards.
3. Execute Pay App #3. – Motion was made by Jeremy and seconded by Norman and approved for execution by Chairman Jeff Richards.

WSI Project

1. DHI items to complete for final completion. Dave distributed a copy of the punch list which had been reviewed and approved at the site that afternoon. No questions from the board.
2. Execute Substantial Completion certificate. – Note: Jeremy Labrecque recused himself from this portion of meeting due to his association with DHI. Motion was made by Norman and seconded by Jeff and approved for execution by Chairman Jeff Richards.
3. Review and execute MBR-36 – Note: Jeremy Labrecque recused himself from this portion of the meeting due to his association with DHI. Motion was made by Norman and seconded by Jeff and approved for execution by Chairman Jeff Richards.

- a. Final Walk through for Water Filtration Treatment Project - Dave reviewed punch list with board.
 - b. Final Walk through for FY17 Water Main replacement – No action
 - c. Complaint about lawns on Enid Circle – Isaac Jensen (Courtland Const.) fixed the lawns on previous Sunday.
 - d. Funding for Water Meters – see above
4. REPORT FROM OPERATOR
 - A. Pressure complaints – Discussed – no action taken at this time.
 - B. Open House – date – will discuss next meeting
 5. Other business – No action
 6. Adjourn Meeting – Chairman Jeff Richards adjourned the June 19, 2019 FD#1 monthly meeting at 7:15PM.