CANAAN FIRE DISTRICT #1 & #2 JOINT MEETING

MINUTES

MAY 15, 2024

5:30PM

1. Open Meeting – The May 15, 2024, Canaan Fire District #1 & #2 Joint Meeting was opened by Chairman Jeff Richards at 5:30PM. Those present: Jeffrey Richards, Jeremy Labrecque, Al Buckley, Noreen Labrecque (FD#1 board), Jody Riley, Gregory Noyes, Diana Rancourt (FD#2 Board), April Busfield (Operator), Paul Sestito – VT Rural Water Assoc.
2. Approve meeting minutes – March 20, 2024, April 1, 2024 – Motion was made by Jeff and seconded by Jeremy to approve the March 20, 2024, meeting minutes. The minutes were approved unanimously. Motion was made by Jeff and seconded by Jody to approve the April 1, 2024, meeting minutes. The minutes were approved unanimously.
3. VRWA – Explain Rules- Paul Sestito from VRWA was present and explained the new rules regarding Distribution and Treatment Operators (Section 2112 of the State Water Rules). The board had six questions regarding the new rules. Mr. Sestito was able to answer the questions for the board members. Some of the main points were that any system with a population of over 500 and fire protection will need to have an operator with distribution certification by 2028. Fire district one will fall under this requirement. April and Kevin will get a legacy certification after the required state training without having to test. Any new operator will be required to get this certification by training and then following an exam. FD#2 will not need this certification at this time. Any new hires will be required to get a treatment and distribution license to be able to take emergency calls. The districts will need to take this into consideration with next year’s budgets. The new rules regarding response time will need to be added to our Rules and Regulations as well as the O&M Manual. This addition is required provide a short-term staffing plan for when the operator is not available, specific to the districts, with contact names and numbers. It is the districts’ responsibility to make sure there are adequate staff hired and trained for coverage. As the Chief Water Operator, April will get the initial notice of a problem and will need to respond within an hour and if she is not able, she will need to designate another licensed operator to take on call. Both Treatment and Distribution operators are required to recertify every 3 years and there will be a more specific CEU required to obtain either certification. To receive a dual renewal of 30 CEUs will be required instead of 20 every three years.
4. Sign Rules and Regulations – The boards did not sign the Rules and Regulations since the addition of Section 20 needs to be added. This will be done at the next meeting.
5. Budget Status – Reviewed – no questions.
6. Report from Operator
7. Phone – FD#1 and FD#2 both approved paying 1/3 of the pay off of her device ($189.00 per district) and $10 per month per district for the new 1st responder cell phone. Motion for FD#1 was made by Jeremy and seconded by Al and motion was made by Jody and seconded by Gregory for FD#2.
8. Flushing Hydrants – Has been completed.
9. Painting Hydrants (FD#2) – Has not been completed but still working on them.
10. Lead and Copper sampling – 6 months (FD#2)– Required until State approves otherwise.
11. Update on Asst Water Oper. – Nothing definite. Both boards were disappointed that they were not included in the process.
12. Scheduling for replacing meters (FD#2) – New England Backflow will begin in July and will inform users prior to.
13. Other business – Reviewed the Delinquent lists.
14. Sign Warrants – FD#2 – Warrant 8-24 - $4,955.31, 9-24 - $348.68, 10-24 $368.55. FD#1 all warrant had been signed.
15. Adjourn meeting – Jeff Richard adjourned the May 15, 2024, meeting at 6:40PM.

NOTE: Next Joint meeting July 17, 2024, at 5:30 PM.