

FIRE DISTRICT #1 MONTHLY MEETING

MINUTES

May 20, 2020

1. OPEN MEETING – Chairman Jeff Richards opened the May 20, 2020 monthly meeting at 5:03PM. Those present: Jeff Richards, Al Buckley, Jeremy Labrecque, Noreen Labrecque, Chris Masson and April Busfield (via telephone conference).
2. APPROVE MINUTES - February 19, 2020 – On a motion by Jeremy and seconded by Jeff the February 19, 2020 FD#1 monthly meeting minutes were approved unanimously.
3. ADDITIONS/DELETIONS – no action
4. OTHER BUSINESS –
 - A. Repair work on ROW Green Hill Rd. Mike Daley – Noreen explained to the board that the culvert at the bottom of Green Hill Road need repairs and Mike Daley has gotten a quote of \$4000 from Laurent Rancourt to fix it. Mike will be splitting the cost among the four property owners that use that road. The Town’s portion would be \$1000 which would be split between the Community Forest and Fire District #1. Motion was made by Jeff and seconded by Jeremy to approve the \$500 for the culvert repair.
 - B. New access road – Chris Masson was in to inform the Board of the upcoming bid opening on Friday, May 22, 2020 at 3:30PM for the new access road to the Community Forest. He stated that the Community Forest only has a set amount in their account available to pay for this road and asked Fire District Board if they would be able to contribute should the bids all come in above what the Community Forest has. Since this access road is the access to the new FD#1 Storage Tank the FD#1 board agreed to help with the expense. Noreen suggested that the Forest Committee contact VELCO who also accesses that road for their Tower to perhaps contribute towards the expense as well. Noreen will supply Chris with the contact information for VELCO and he will contact them.
 - C. Review Budget Status to end of April – Board reviewed budget and funds available in the accounts.
5. REPORT FROM OPERATOR –
 1. April reported that she and Brian had completed flushing the hydrants. All went well.
 2. Corroding bolts in Treatment building – Al Buckley had concerns with the failure of the chlorine feed last winter corroding the bolts beneath it. April stated that she and Brian have changed out some of the bolts to plastic fitting and wire brushed and coated the other bolts with a corrosive inhibitor and was confident that would take care of the corrosion. The board advised April to keep an eye on the potential corrosion and if it worsens perhaps replacing them. April explained those bolts would have to be replaced by a contractor with an impact wrench in order to get them tight enough.

6. PROJECT UPDATES –

A. NE Backflow -Noreen received an email from NE Backflow with an estimated cost of the Fire District's portion of the water meter install. The amount being \$10,660.98 which will be paid out of the Capital Reserve Account.

- Project documents to executed Water Meter Contract, Change Order No.4 – Upon review by the board members, motion was made by Jeremy and seconded by Al to approve execution of Change Order No. 4. Approved unanimously. Chairman Jeff Richards executed the document.
- Water Meter Contract, Certificate of Substantial Completion – Upon review by the board members, motion was made by Jeremy and seconded by Al to approve and execute the Certificate of Substantial Completion. Approved unanimously - Chairman Jeff Richards executed.
- Water Meter Contract, Certificate of Final Completion of Work – Upon review by the board members, motion was made by Jeremy and seconded by Jeff to approve execution of the Certificate of Final Completion of Work. Approved unanimously. Chairman Jeff Richards executed.
- Water Meter Contract, Contractor Final Payment Application No.6 with Final Release and Waiver of Lien – Upon review by the board members, motion was made by Jeff and seconded by Al to approve and execute the Contractor Final Payment Application No. 6 with Final Release and Waiver of Lien. Approved unanimously. Chairman Jeff Richards executed.
- Final FY17 Water System Improvements MBR #21. – Upon review by the board members, motion was made by Jeff and seconded by Jeremy to approve and execute the Final FY17 Water System Improvement MBR #21. Approved unanimously. Chairman Jeff Richards executed.

7. ADJOURN MEETING – Motion was made by Jeremy to adjourn the May 20, 2020 Canaan Fire District #1 meeting. Chairman Jeff Richards adjourned the meeting at 5:47PM.