

FIRE DISTRICT #1 MONTHLY MEETING

MINUTES

October 17, 2018

1. OPEN MEETING – Chairman Jeffrey Richards opened the October 17, 2018 Fire District #1 monthly meeting at 7:00PM. Those present: Jeffrey Richards, Jeremy Labrecque, Noreen Labrecque, April Busfield, Dave Ceppetelli (Tata and Howard) and Paul Thibault (member of the general public).
2. APPROVE MINUTES - September 19, 2018 & October 5, 2018 Special Meeting – On a motion by Jeremy and seconded by Jeff the September 19, 2018 and October 5, 2018 Board meeting minutes were approved.
3. Paul Thibault was in to inquire about the planned placement of the new water valve to his property. He asked if the valve could be moved to the other side of his driveway so that if he needs to replace his water line he will not have to dig up his paved driveway. Dave Ceppetelli stated that the reason why the valve is located where it is on the plans is because that is the shortest distance to his water line. He informed Paul that if the valve is moved it would be Paul's responsibility to run a new line to the new location which he estimated to be about \$2000.00. The final decision was to connect to the existing line and install an additional valve on the other side of the driveway and if Paul should ever need to replace the line he could hook in to the new located valve and avoid disturbing his paved driveway.
4. ADDITIONS/DELETIONS – no action
5. REPORT FROM OPERATOR
 - A. PLANS FOR SHUTTING DOWN RESERVOIR – April informed the board that she plans on shutting down the old reservoir and filling the new storage tank next Monday, October 22nd.
 - B. SERVICE TO TWO RESIDENTS ON RESERVOIR ROAD – Due to the lateness in the season, the only solution she has come up with to avoid the water line freezing to these two residents this winter season is to leave the water trickling.
 - C. April informed the board that AutomaTech is the company that supplies the SCADA software for the Telemetry systems. In the past it has only been the Wastewater Treatment plant that was using this but since both Water Districts have been added she recommended that they all share in the yearly cost to maintain. The total cost of the yearly contract is \$495.00, so Canaan Fire District #1 portion would be \$165.00. On a motion by Jeremy and seconded by Jeffery this was approved.

6. TATA AND HOWARD

A. UPDATE ON PROJECTS –

FY-17 – Dave reported to the board that the telemetry is installed and EII will be doing a walk-thru on October 29th. The temp water lines are slated to be installed next week by Courtland Const. on Holmes St., Enid Circle and Nathan Street. They plan on completion the first week in December. The RFP's for the new water meters will be going out to three contractors' (Daniel Hebert, Inc., New England Backflow (who will be subbing out to Nadeau) and Tallmage Plumbing and Heating.

Contractor's Application 1803-04 in the amount of \$5,676.25 was reviewed and executed on a motion by Jeremy and seconded by Jeffery.

- a. APPROVE AND SIGN USDA Monthly Project Request & Contractor's Request – The following documents for Contract 4 were moved to approve by Chairman Jeffrey Richards once Norman Labrecque (who was unable to attend this meeting) is able to review and initial. Change Order #2 an increase amount of \$12,810.00, Contractor's Application No. 5 in the amount of \$63,571.15 and Monthly Project Report No 28 which includes the Contractor Application amount as well, Invoice No. 8 from Tata and Howard in the amount of \$21,347.10. (Note: Jeremy Labrecque recused himself from this vote) (Note: Norman was able to come in the office on October 18th to review and approve these documents)

7. OLD/OTHER BUSINESS – The November monthly meeting will be rescheduled to coincide with the Contractor's meeting on November 14, 2018. (Note: Board will meet at 6:00PM)

8. ADJOURN MEETING – Chairman Jeffery Richard adjourned the October 17, 2018 Canaan Fire District #1 monthly meeting at 7:45PM.