

## FIRE DISTRICT #1 MONTHLY MEETING

### MINUTES

February 21, 2018

1. **OPEN MEETING** – The February 21, 2018 Fire District #1 monthly meeting opened at 7:02 P.M. Those present: Norman Labrecque, Jeremy Labrecque, Noreen Labrecque, April Busfield, Gary Leach and later joined by Jeffrey Richards.
2. **APPROVE MINUTES** - January 24, 2018 – On a motion by Norman and seconded by Jeremy the January 24, 2018 meeting minutes were approved.
3. **ADDITIONS/DELETIONS** – no action
4. **REPORT FROM OPERATOR** – April reported that Stewartstown’s usage is up again to 63,000 gallons per day. There is also a leak on Cook Street which she believes is located near the shut off valve.
5. **TATA AND HOWARD**
  - A. **UPDATE ON PROJECTS** - The Notice of Award for the Telemetry System to EII which was approved at the January meeting was signed by Jeffrey Richards. Gary Leach reported to the board that the Permit to Construct from the State for the Treatment Facility has been or is in the process of being completed. He was assured by Cindy Parks with Water Supply that the permit will be issued. Gary explained that the cost for all the extra time they have had to spend with the State Water Supply is an additional cost of \$10,187.53 to the total cost of the Treatment Plant Project. The board reviewed the Engineering cost table for the project with Gary. The Pre Bid meeting has been set for March 5, 2018 at 11:00 AM.
  - B. **REVIEW AGREEMENT** - approval after Jon Harris approves – Board reviewed the document. On a motion by Norman and seconded by Jeff the board approved the agreement and will sign pending approval from Jonathan Harris (USDA).
  - C. **APPROVE AND SIGN USDA Monthly Project Request** – On a motion by Jeremy and seconded by Norman the board approved the \$1,239.49 for this month’s request. Chairman Richards signed the document.
6. **OLD/OTHER BUSINESS** –
  - A. The Legal Service Agreement and Certification Statement documents were signed by Chairman Jeffrey Richards for USDA.
7. **ADJOURN MEETING** – On a motion by Norman and seconded by Jeremy the February 21, 2018 Canaan Fire District #1 monthly meeting was adjourned by the Chairman at 7:45PM.