

FIRE DISTRICT #1 MONTHLY MEETING

MINUTES

March 21, 2018

1. OPEN MEETING – The March 21, 2018 Fire District #1 monthly meeting was opened at 7:00PM by Chairman Jeff Richards. Those present: Jeff Richards, Jeremy Labrecque, Noreen Labrecque and Dave Ceppetelli (Tata and Howard).
2. APPROVE MINUTES - February 21, 2018 – On a motion by Jeff and seconded by Jeremy the February 21, 2018 monthly meeting minutes were approved.
3. ADDITIONS/DELETIONS – NO ACTION
4. REPORT FROM OPERATOR
NOTE: Prior to meeting April had to leave for an emergency. Board had received and reviewed the Incident detailing the events below. A short discussion took place.
 - a. Problem at Well House on March 17th & March 19th.
 - b. Water leak in Stewartstown
5. TATA AND HOWARD
 - A. UPDATE ON PROJECTS – Dave presented the board with the agreement between Canaan Fire District #1 and Electrical Installations Inc. After reviewing, motion was made by Jeremy and seconded by Jeff to execute the agreement. Chairman Jeff Richards signed the agreement to be effective this date (March 21,2018)
The next order of business was to execute Change Order #1 for EII. This reduced the original contract price of \$68,510 from EII down to \$59,900, an \$8,610 reduction. Change Order No. 1 was signed by Chairman Jeffery Richards. Dave explained there is no Bond issued due to the fact that it is a low cost project. Tata and Howard anticipate issuing a Notice To Proceed date of March 26th which will make the Substantial Completion date June 26th and Completion date of July 26th. Motion was made by Jeff and seconded by Jeremy to approve having Jeff sign the Notice to Proceed once it is received from Tata and Howard. Board approved the motion.
Contract 4 – Dave reviewed the results of the two bidders for Contract 4. The two bidders were HA Manosh and DL Hebert Inc. The apparent low bidder was H.A. Manosh with a bid of 1,197,000. Tata and Howard are still evaluating this bid and the company. To date they have found that Manosh has done a couple smaller Treatment facilities. They do all their own work except for Electrical and Concrete. They have named D. Tetreault for the concrete work and they are still evaluating the contractor for electric. In order to get this

project underway Dave recommended a special meeting be held for the board to receive the Engineers recommendation after which a Notice to Proceed will be issued once the board has reviewed the recommendation from the engineer.

Dave thought they could have a recommendation as early as next Wednesday. Both Jeremy and Jeff stated they could be available after 3:00PM that day for a special meeting.

- B. APPROVE AND SIGN USDA Monthly Project Request – On a motion by Jeremy and seconded by Jeff the Monthly Project Report and Reimbursement Request #21 was approved and signed by Chairman Jeff Richards.

6. OLD/OTHER BUSINESS – No action

7. ADJOURN MEETING – Chairman Jeff Richards adjourned the March 21, 2018 Canaan Fire District #1 monthly meeting at 7:42PM.