

FIRE DISTRICT #1 MONTHLY MEETING

MINUTES

October 16, 2019

1. **OPEN MEETING** – The October 16, 2019 Fire District #1 monthly meeting was opened by Chairman Jeff Richards at 5:33PM. Those present: Jeff Richards, Norman Labrecque, Jeremy Labrecque, April Busfield, Noreen Labrecque and Dave Ceppetelli.
2. **APPROVE MINUTES** - October 9, 2019 – On a motion by Jeff and seconded by Jeremy the October 9, 2019 meeting minutes were approved unanimously.
3. **ADDITIONS/DELETIONS** – No action
4. **REPORT FROM OPERATOR**
 - A. Issue at WTF – April explained to the board the incident at the Treatment Facility last week. The hatch for the median opened and water was dumping out in the building. She was able to shut down the system until Brian Bissonnette and Brian Cochran replaced the gasket and sealed the hatch properly. She has ordered more gaskets to have on hand.
5. **PROJECT UPDATES** – Tata and Howard

Water Mains

- Note of submission of Permit to Construct information to State of VT website.
- Water Mains – Provide Record Drawings, Submittals, Swing Ties, and thumb drive.

Water Meters

Contractor Payment Requisition #3 review and execution – Board reviewed. No discussion. Motion was made by Jeremy and seconded by Norman to execute Contractor Payment Request #3 in the amount of \$3,530.48. Chairman Jeff Richards executed the document.

- Review non-standard installations to date – Dave provided the board with a spreadsheet of the progress estimate to date for the meter installations. See attached.
- MBR #18 review and execution – Board reviewed. No discussion. Motion was made by Jeff and seconded by Jeremy, passed unanimously to execute the MBR#18 in the amount of \$4,445.33. Chairman Jeff Richards executed the document.

6. **OLD/OTHER BUSINESS** –

- A. Begin Riverside Park – The Begin's did not attend this meeting. Chairman Jeff Richards will compose a letter in response to their Proposal letter dated October 10, 2019.

7. **ADJOURN MEETING** – Chairman Jeff Richards adjourned the October 16, 2019 Canaan Fire District #1 monthly meeting at 6:19PM.

