CANAAN FIRE DISTRICT #1 & #2 JOINT MEETING

MUNITES

NOVEMBER 19, 2024

5:30PM

Join Zoom Meeting

[https://us06web.zoom.us/j/87591784837?pwd=bFM2bHIwTzRidFdmbWhWVFVOOHBodz09](https://us06web.zoom.us/j/87591784837?pwd=bFM2bHIwTzRidFdmbWhWVFVOOHBodz09%20) Meeting ID: 875 9178 4837

Passcode: 02251782

1. Open Meeting – The November 19, 2024 Canaan Fire District #1 & #2 Joint Meeting was opened at 5:27 PM by Chairman, Jeff Richards. Those present: FD#1 - Jeffrey Richards, Jeremy Labrecque, Al Buckley, Noreen Labrecque (clerk), Zachary Brown (treasurer). FD#2 Jody Riley, and Diana Rancourt (clerk/treasurer). April Busfield, Water Operator. Also in attendance was Vern Crawford (Rec. Park Committee).
2. Approve meeting minutes – FD#1 – Motion was made by Jeff and seconded by Jeremy to approve the meeting minutes of September 18, 2024. Motion carried in the affirmative.

(Note: FD#2 meeting minutes of September 18, 2024 and October 4, 2024 will need approval at the next meeting on December 4, 2024).

1. Stephanie Cohen – Qualified Ventures – Zach has sent Ashley Lucht the information that she requested to conduct an analysis of our systems.
2. Budget Status Report – Sign warrants & work on budgets – Warrants were signed by both Prudential Commissioners present. Budgets were distributed to all members present. Discussion on the budgets were as follows: Separating employee wages, increase education line item, new computer, mowing, and the need to increase rates. The budget meeting on December 4, 2024, FD#1 will meet at 5:30 PM and FD#2 will meet at 6:00 PM. Annual Warnings will be signed at that meeting as well.
3. Report from Operator
4. Meet and greet with Kaylan (both) – Kaylan was not available.
5. Update on SPP – Need a new comprehensive plan.
6. FD#2 - Water issue 144 Hall Stream Rd – David Begin will start repair in Spring 2025.
7. FD#2 – Project on 29 East Street – Complete – info only,
8. Lead & Copper Service Line Inventory – April sent letter to all users.
9. Hydrants – FD#2 hydrants have been winterized.
10. Computer Update – The quote that April received was not itemized and board members would like the itemized quote prior to approving the $4,000 per district. April will try to get it for the budget meeting on December 4, 2024.
11. Sanitary Survey Reports – No deficiencies.
12. Asst. Oper Training – add to budget. Kaylan has been taking online courses.
13. Water Usage at Rec Park – Comparison from last year – April estimated 5 to 10 thousand gallons were used as she had predicted prior to the installation of the Splash Pad. Vern Crawford suggested that Stewartstown share in some of the expenses. After some discussion it was decided that FD#1 would absorb all the costs for water.
14. Reminder – January 13th Annual Meeting at 5:30 PM.
15. Do we want to cancel January 15th bi-monthly meeting? Motion was made by Jeff and seconded by Jeremy to approve cancelling the January 15, 2025 bi-monthly meeting. Motion was carried in the affirmative.
16. Other business – Both boards would like to go back to separate meetings beginning 2025. Town Report articles will be written by Jeff Richards for FD#1 and Diana Rancourt for FD#2.
17. Sign Warrants – see above
18. Adjourn meeting – Chairman Jeff Richards adjourned the Canaan Fire District #1 & #2 meeting at 6:05 PM.