

Randolph Center, Vermont
Fire District #1

Minutes for Meeting June 13, 2019

Location: Red School House, South Randolph Road, Randolph Center
Attending: Mary Shappell, Bob Dileo, John Doss, Jay Hooper, Bill DeFlorio, John Lens

Meeting was called to order at 7:04PM

Old Business -

1. Approve prior meeting minutes- Motion made by John Doss, seconded by Jay Hooper, unanimously approved by PC and attendees. (See attached minutes from the May 21, 2019 annual meeting).
2. Complete unfinished business from annual meeting comprised of Articles 1, 4, and 9 (the May 21, 2019 annual meeting agenda is attached):
 - a. Article 1 – Elect a clerk. Motion made by Bill DeFlorio, seconded by John Doss, to elect Mary Shappell as FD#1 clerk. After discussion, unanimous vote to elect Mary Shappell as clerk for the next year.
 - b. Article 4 – Elect a member to the Prudential Committee for the remaining one-year of a vacated 3-year term. Jay Hooper and John Lens explained a phone discussion they had with the Vermont Secretary of State office regarding the FD#1 By-law language on filling Prudential Committee vacancies. The FD#1 by-laws are similar to the state by-laws and provide for either of two actions: a) Filling a vacancy for the remainder of the term, by appointment made by the Prudential Committee, or b) filling the vacancy until the next annual election. In this case, the PC appointed Jay Hooper in January 2019 to fill the remainder of year, until the May 2019 elections. Consequently, a motion was made by John Doss, and seconded by John Lens to elect Jay Hooper to the Prudential Committee until the end of the current term, through the May 2020 annual meeting. Motion was unanimously approved by the attendees.
 - c. Article 9 – To vote a tax. Motion made by John Doss, seconded by Jay Hooper, to continue the current tax rate of \$0.04 per \$100 of property evaluation for the next year. Discussion ensued on how the tax rate related to the new water rates to be proposed later in the meeting. Motion passed unanimously.
3. Treasurer's report (June 2019)-Report postponed until the next meeting. Bob Dileo advised that the financial situation since the past meeting was on track with the expectations upon which the proposed annual budget (to be discussed later in the meeting) is based.
4. Engineer's report (June 2019)-Report postponed until the next meeting. No significant problems were reported since the prior meeting. Bill DeFlorio offered to finalize and send out the Consumer Confidence Report to the FD#1 water system users (in collaboration with Ted Manazir from VTC who will send the same report to the VTC users).
5. Asset management planning (update on status of this work)-Bob Dileo and John Lens reported that FD#1 has provided the information required to the state drinking water division and we are now waiting for their final approval of that information, at which time the loan application will be sent by the state to the Vermont Municipal Bond bank, for their review and approval of the loan request.
6. Update on activity addressing the Fire District's long term operational and managerial responsibilities (both normal and emergency situations). - John Lens reported that the FD#1 is working on arranging further discussion with VTC on sharing operations in the coming weeks.

7. Status update on water meter and pressure tank installation project. – John Lens advised that he will inform Gillespie the FD#1 will get the missing installation inventory data on its own.
8. Status update on discussion with the FARM Development group regarding their request for water allocation – Jay Hooper advised that his conversations with the FARM group indicate that the developers are proceeding with efforts to obtain a water source on their property via a drilled well.
9. Update on archiving old records (minutes, officer's reports etc.) – Jay Hooper advised that the state archivist will take the bound record book of historical information which Bill DeFlorio had acquired from past fire district members, to create an additional record for the Fire District, allowing the bound book to be safely archived. Discussion followed regarding a storage location all FD records since the FD does not have a building appropriate for storing such records. John Lens offered inquire at the VTC library about storing the records there.

New Business –

1. Approve proposed new water rates – Motion made by John Doss, seconded by Jay Hooper for adjustment to the water rates following the proposal put forth in the June 2019 Newsletter to FD#1 Consumers (copy attached). Discussion ensued regarding the basis for the rates and how those were decided. John Lens, Bob Dileo, and Bill DeFlorio explained that the proposed rates were established through an approximately 2-month review of FD#1 income, expenses, and repair needs over the past three years. A continuing trend of expenses exceeding income has developed over each of the past three-years mainly as a result of increasing repair needs such as water line breaks (there were three breaks in the past three years), a broken hydrant which required replacement, pump replacements and repairs required at the pump house, and a major failure of the buried water supply line between the FD#1 concrete storage reservoir and pump house in the fall of 2018. Assuming somewhat less extensive repair needs over the next year, and the need for more privately contracted system operator time to compensate for the volunteer labor and oversight time no longer available with the retirement of our long-time volunteers, the FD#1 is projected to suffer another year of financial losses, assumed at about \$6,400. Consequently, additional income is required and is proposed to be in the form of increased water rates, as the most equitable and sustainable means to share in the increased costs to provide water service to our consumers. The minimum water rate increase will be \$40 per year (for a residential consumer using up to 700 cubic feet of water per quarter, about 58 gallons per day). The estimated average residential consumer increase is about \$70 per year. This average amount is about the same as what the 1994 water rate would be (that was the last time rates were increased*) if inflation per the Consumer Price Index per the U.S. Bureau of Labor Statistics was applied to that 1994 rate. Following discussion, the vote was Lens and Doss in favor, Hooper opposed. Motion passed.

*The rates put into place in 2018 after meters were installed were intended to approximately match the previous flat rate for residential consumer who used a nominal amount of water. Commercial and multi-user rates have been and continue to be higher than the residential rates.

2. Discussed that the Randolph Center village community benefits from volunteer effort from many in the community and that this generosity warrants recognition. A couple of individuals were specifically mentioned, and the attendees agreed to consider how to most appropriately recognize these volunteers, bringing those ideas to the next meeting for a decision.

The meeting was adjourned at 8:30PM

John Lens
Fire District Prudential Committee Chair

Randolph Center, Vermont

Fire District #1

Minutes for Meeting July 18, 2019

Location: Red School House, So. Randolph Rd. Randolph Center, VT

Attending: John Lens, John Doss, Jay Hooper, Carolyn, Dave Farrington, Mary Shappell

Meeting was called to order at 7:06pm

Old Business –

1. Approved prior meeting minutes – Motion made by John Doss, seconded by John Lens.
2. Treasurer's Report – Carolyn
 - a. Water sample invoice needed signature to pay.
 - b. \$75. To Lake Champagne for grass cutting around pump house.
 - c. \$140.00 electric bill
 - d. \$290.00 Water operator bill
 - e. Carolyn stated that our Quick Books doesn't seem accurate, not working properly. It was suggested to check QB Programs Updates.
 - f. Quick Books is \$70. per month.
3. Engineer's Report –
 - a. Gifford's Palmer Building – Water Off
 - b. Squire's water leak
 - c. Pump house checked once each week. Suggested to have Jay Hooper also check pump house. Dave said that he would meet with Jay at pump house to familiarize Jay with pump.
 - d. John Lens mentioned the pump being loud? Also, that grass is cut by campground and charged to RFD#1.
 - e. John Doss moved to have Jay Hooper mow so that RFD#1 is not charged \$25.monthly. Seconded by John Lens.
4. Asset Management Planning

- a. VTC will electronically file RFD's plan and theirs.
- b. Dufresne submitted template to see if we agree with content.
- c. Gifford nursing home may have special water needs. The nursing home's pipe connects to RFD's water system and there is no meter on that pipe.
- d. Currently on a three-week schedule to get Level of Service Agreement finalized.
- e. John Doss asked if we join the Dufresne Group when they field test. John Lens thought that was "not a bad idea", perhaps one of us or all of us.
- f. Checking hydrants to be flushed. RFD does ours, VTC does theirs.
- g. \$50k forgivable loan as long as state approves AMP according to Guidance Plan #26. See Exhibit A document attached.
- h. Loan document is ready to be signed. RFD pays invoice submitted by Dufresne Group to Dufresne. The state pays us back. RFD currently has a 12-month line of credit at Bar Harbor Bank & Trust.
- i. John Doss moved to sign loan document, John Lens seconded motion. Loan document is signed by John Lens, Jon Doss and Jay Hooper.

A discussion ensued in regards to working along with VTC. A "memorandum of understanding" in 2017? between RFD and VTC. Water tower to us 50k gallons. VTC willing to take over operations. Carolyn suggested RFD and VTC hire private operators. John Lens stated that an operator would take the pressure and responsibility from Dave.

- 5. Update on Water meter and pressure tank installation project.
 - a. Gillespie installed and the install records are not good. Payment remains unresolved.
 - b. Ms. Lackard still does not have a meter installed. Need to locate a plumber to do the job.
 - c. John Doss suggested a surcharge to the water bill for lack of metering.
- 6. Farm Group – drilled well.
- 7. Archived Documents and Old Records
 - a. Jay Hooper brought old RFD documents to the state archivist. More recent documents from Carol Doss are now held by Bill Diflorio.
 - b. Carolyn inquired as to how long RFD should keep financial records.

New Business

- 1. Community Gathering & Recognition
 - a. BBQ at the firehouse on Thursday 8/15/19 at 6pm.

- b. Randolph Center community invited for burgers, dogs, salads, sodas & brownies.
- c. Recognition of Dottie & George for their contributions to our community over the years.
- d. There was a suggestion made we offer an incentive of sorts to entice everyone to join in. Maybe a drawing for a free quarter's worth of water?

The meeting was adjourned at 8:50pm

Mary Shappell

Randolph Fire District Clerk

**Randolph Center, Vermont
Fire District #1**

Minutes for Meeting September 19, 2019

Location: Red School House, South Randolph Road, Randolph Center
Attending: John Lens, Bob DiLeo, Jay Hooper, Mary Shappell

Meeting was called to order at 7:06PM

Old Business -

1. Approve prior meeting minutes- Postponed

2. **Treasurer's Report – Bob DiLeo**

- a. Currently using accountant's computer program
- b. P & L comparison this year to last year. All documents submitted and attached.
- c. Balance Sheet comparison
- d. Budget vs. Actuals – Annual Plan/Budget
- e. Documents were discussed

3. **Engineer's Report – Dave Farnham away.**

John Lens discussed....

- a. Scott from VTC has or will see reports about Pump House
 - b. John Lens to contact P2 Environmental for PFAS Testing by December 2019
 - c. New pump is approximately \$3,000.00
4. Update on status of Asset Management planning. Received invoice from Dufresne.
- a. Request a spreadsheet from Dufresne for Bob to sum up and prove invoice for payment. Upon review of spreadsheet will approve for payment.
 - b. Prudential Committee as a whole will approve payment to Dufresne.
 - c. Document for Asset Management Plan (AMP) – Money Flow Logistics added to minutes and attached.
 - d. John Lens and Ted Manazier have attended 2 of the 3 state required Assent Management trainings.

Motion by Jay Hooper to approve Dufresne invoice subject to final confirmation.

Motion seconded by Bob DiLeo

Motion Passed

5. Update on activity addressing the Fire District's long term operational and managerial responsibilities (both normal and emergency situations).
- a. Prudential Committee to craft what operational and managerial responsibilities will be comprised of in the joint operation that is being explored.
6. Status update on water meter and pressure tank installation project.

- a. Have received nothing from Gillespie. We need a status report from Bill Deflorio by next meeting and get these installations completed, and what has to be done.
7. Update on archiving old records
 - a. Nothing new to report. Jay Hooper said he will be bringing records to the state archivist in Waterbury as soon as possible. He will check with Carol Doss for records by next meeting.
8. Jay Hooper to contact and make arrangements to secure current meeting room for future months.

Meeting Adjourned at 8pm

Randolph Center, Vermont
Fire District #1

Minutes for Meeting October 17, 2019

Location: Red School House, South Randolph Road, Randolph Center
Attending: Bob Dileo, John Doss, Jay Hooper, Dave Farnham, John Lens

Meeting was called to order at 7:05PM

Old Business -

1. Approved prior meeting minutes- Motion made and seconded, discussion on minor edits, and unanimously approved by PC (See attached minutes from the July 18 and September 19 meetings).
2. Treasurer's report (attached)- Bob Dileo advised that the financial situation since the past meeting was on track with the approved annual budget.
3. Engineer's report – Dave Farnham advised that he had repaired a broken light fixture on the pump house exterior along with a cracked Fernco coupling for the reservoir overflow. He has been visiting the pump house between P2's visits. Jay Hooper agreed to make additional visits and Dave and Jay planned to meet soon to go over what to look for during the visits. The assembled discussed the need for year-round vehicle access to the pump house/reservoir instead of the current hike from the fire station, which is, at best, inconvenient when there is deep snow and generally problematic during winter weather. Jay Hooper offered to discuss the idea of getting access through the Lake Champlain resort road system in a cooperative arrangement with the resort owners. Dave Farnham offered to ask the prior resort owner whether there was an easement given to access the landlocked pump house property.
4. Asset management planning (update on status of this work)-A meeting with Dufresne Group is scheduled for November 5th at VTC to review the maps and asset inventory and condition deliverables scheduled for October 25 to the FD.
5. Update on activity addressing the Fire District's long term operational and managerial responsibilities (both normal and emergency situations). - Discussion on this is planned at the November 5th meeting.
6. Status update on water meter and pressure tank installation project. – John Lens advised that the item is complete. Bill DeFlorio obtained missing installation inventory data and payment was made for the balance of Gillespie's work minus the cost of Bill DeFlorio's time spent to complete the inventory.
7. Update on archiving old records (minutes, officer's reports etc.) – John Doss brought two boxes of records which Jay Hooper agreed to bring to the state archivist. Discussed that FD#1 still needs to have a storage place for more recent records and John Lens offered inquire with VTC about storing the records there.

New Business –

1. Discussed that an ACT 250 Commission hearing was held in Randolph on October 4 regarding the proposed hotel project. No FD persons at this meeting reported attending the ACT 250 meeting. Discussion arose regarding the implications of the project on the Randolph Center Water System and Fire District #1. It seems that the hotel will be developing their own water supply system for domestic and fire suppression use. Dave Farnham indicated that if a fire developed at the hotel/

conference center/restaurant that the Randolph Center Fire Department would be connecting hoses to the hydrants at the Gifford facility.

Discussion arose regarding the FD#1's jurisdiction to comment on non-water related aspects of the hotel project such as traffic and police protection for the Randolph Center village. John Doss offered to investigate that with the Vermont League of Cities and Towns for continued discussion at the next FD meeting.

The meeting was adjourned at about 8:45PM

John Lens

Fire District Prudential Committee Chair

Randolph Center, Vermont

Fire District #1

Meeting Minutes for November 21, 2019

Start Time: 7:00PM

Location: Red School House, South Randolph Road, Randolph Center

Attending: John Lens, John Doss, Jay Hooper, Bob DiLeo, Carolyn Lumbr, Dave Farnham, Mary Shappell

Meeting was called to order 7:03 pm

Old Business-

1. John Doss moved to approve prior meeting minutes. Seconded by Bob DiLeo.

Treasurer's Report- Bob DiLeo

1. See attached report.
2. P2 bill reviewed for Pfast testing. John Lens to request separate bill for VTC's half of testing.
3. Carolyn discussed low chlorine readings.
4. Dufresne Group invoices received, committee okays to pay. John Lens, okay to pay.
5. Dead River invoice approved to pay.
6. Bob DiLeo will update paperwork for the state after invoices are paid and sent out.

Engineer's Report- Dave Farnham

1. Shut Peter Paul's water off.
2. Connected Robert Squire but NOT to main.
3. Pump House - not driving through campground until permitted. No legal deeded right-of-way.
4. Dave & Jay Hooper have gone to the pump house. Jay stated that he has received permission to access the pump house through the campground from the owners.

Update on Asset Management Planning

1. John to review for accuracy and will get together again. Bill will review plans.

Update on Long Term Operational and Managerial Responsibilities

1. VTC has no staff to watch pump house.
2. Dave Farnham wanted to meet with P2, NO meeting.
3. Remote reading capacity for chlorination fee and pump operation.
4. John Lens mentioned Randolph Water management.
5. Patricia from P2 will contact Ellen for testing. Ellen is not testing going forward. Dave Farnham said he checks pump house every 3 days and that his tenant will test the month he is away. Jay Hooper also will ing to check the pump house.
6. We need to meet with VTC and come up with a plan for long term operational and managerial responsibilities.

Update on archiving old records

1. John Lens passed old records on to Jay Hooper to bring to state archivist in Montpelier.

Act 250 meeting on proposed hotel and implications for the Randolph Fire District #1 water system

1. John Lens has issue with ACT 250 document, Criterion 1a (see attached document) the water supply.
2. Carolyn Lumbra - hotel development not in RR#1 Fire District, nothing to do with Fire District.
3. Jay Hooper - they (developers) should provide evidence of 3 wells tested on the property to be developed, 3 day testing results.
4. John Lens questions Criterion 7 (see attached document) Hydrants flow rate, water volume. This is unknown with possible adverse implications on RFD#1.

Criterion 9J public utilities, says there will be an "undue adverse impact"

Criterion 10 Municipal Impact Questionnaire - fire protection. (see attached document)

John Lens

Fire District Prudential Committee Chair

1. They did not send out information to Carolyn, questioning if they have the correct address.
2. Carolyn Lumbra agrees to question only water impact on RFD#1
3. Dave Farnham - Fire Chief has final say and every right to hook to any and all hydrants.
4. Vocal discussion as to impact on RFD#1 if there was a hotel fire and the draw on RFD#1's water pipes per hydrant use.
5. John Lens suggests signing document {see attached} as a committee with a handwritten addition and send to ACT 250. RFD#1 requests this information.
6. John Doss abstains from signing document stating it is a conflict of interest for him.
7. John Lens amended document {see attached} to ACT 250. Document signed by John Lens and Jay Hooper.

Jay Hooper moved to adjourn meeting.

John Doss seconds motion.

Meeting adjourned at 8:58pm



Randolph Fire District #1

Randolph Center, VT 05061

Randolph Center, Vermont

Fire District #1

Meeting Minutes for January 16, 2020

Start Time: 7:05PM

Location: Red School House, South Randolph Road, Randolph Center

Attending: Lens, Doss, Hooper, Dileo

Old Business -

1. Approve prior meeting minutes (November 21 , 20 19-Postponed)
2. Treasurer's report (attached)
3. Engineer's report (Lens reported in lieu of Dave Farnham-operating without breakdown)
4. Asset management planning (update on status of this work-will meet with DG on progress of report on January 21). Will ask to follow a narrative report (not CUPSS).
5. Update on activity addressing the Fire District's long term operational and managerial responsibilities (both normal and emergency situations). -No action
6. Update on archiving old records (minutes, officer's reports etc.)

New Business -

1. As may become pertinent and needed at the time of the meeting. None.

John Lens

Fire District Prudential Committee Chair



Randolph Fire District #1
PO BOX 314
Randolph Center, VT 05061

Randolph Center, Vermont
Fire District #1

Minutes for Meeting on April 23, 2020

Location: Online Virtual Meeting

**Attending: John Lens, John Doss, Bob DiLeo, Dave Farnham, Dan LaLumia,
Bill DeFlorio, Carolyn Lumbra, Mary Shappell**

Meeting was called to order at 7:10 pm

Old Business

1. Tabled approving January and February's minutes.
2. Treasurer's Report and preliminary budget attached.
 - a. Bob DiLeo delivered the Treasurer's Report discussing expenses vs. what is budgeted.
 - b. Bob DiLeo stated that the Preliminary Budget for 2021 is essentially the same with a couple minor changes. Revenue the same with slightly more on income. John Lens asked if discussion of this was to be deferred and Bob said yes, deferred.
 - c. Operating Expenses, need the engineer's budget from last year. John Lens asked if there is not more than \$11,610 spent on repairs and maintenance then we will stay current at the \$55,000 in cash. Bob DiLeo said yes, we'll retain cash. Both stating that we don't want to "dip" into that. John Lens asked Bill DeFlorio if the revenue is up from the independent living and Bill DeFlorio said that 33 of the 49 units are currently full and the readings go up each quarter. Wondering if the campground will open later? Bill DeFlorio stated revenue from campground is \$700 - \$800.

Dan LaLumia asked, do we raise rates without knowing we have an expense we can wait on. Now's not the time to increase rates with what's going on. Dave Farnham stated that if it's not broken, he can't see spending money if we don't have to. Concerns raised about the condition of the pump house. Bill DeFlorio states that one pump is 40+ years old. The spring building needs painting and the trim needs fixing. Dave stated there have been a couple of leaks in the galvanized pipe which is rusty. Bill DeFlorio stated that we have fixed a number of leaks in recent years. John Lens thinks now's the time with good weather to plan this and we can ask our engineer about the pipe and a more efficient pump.

It was decided that John Lens, Bill DeFlorio and Dave Farnham would get together and make decisions.

- d. Dan LaLumia asked if there had been a reimbursement from the draw down on the AMP. Bob said yes. Dan LaLumia asked for monthly reports going forward. Bob agreed in conjunction with monthly meetings. Dan LaLumia requested the treasurer's reports be updated on the RFD#1 website, stating that the last annual report on the site is 2018. Bob DiLeo stated that this fiscal year ends April 30, 2020. John Lens asked Bob DiLeo about how much info to make available to the general public. Bob DiLeo said there was no reason we shouldn't post information on website, and suggested having the data safely stored on a hard drive should mitigate potential loss of such data. John Lens suggested we will stay more current on the website. John Doss suggested keeping it simple, an easy explanation.
- e. Effective April 30, 2020, Carolyn Lumbra is stepping down from her position as RFD#1 Treasurer.
- f. John Lens thanked Carolyn Lumbra for her work as Treasurer and Bill DeFlorio for stepping in as Treasurer. Moving forward Bill DeFlorio, as Treasurer, is an authorized signer on checks, and also is authorized to access accounts online.
- g. Bob DiLeo asked for approval in changing check signers. John Doss made the motion to change check signer and was seconded by John Lens. On a vote of 2-0 the motion passed.
- h. John Doss motioned to add Bill DeFlorio and remove Carolyn Lumbra as check signers at Bar Harbor Bank & Trust. John Lens seconded the motion and it passed on a vote of 2-0.

3. Engineer's Report

- a. Dave Farnham stated that there really was nothing to report right now other than a new chlorine nozzle four weeks ago. He is checking the pump house two times a week, and it's going good.
- b. John Lens asked about the mowing of the grass around the pump house. The Campground has been charging RFD#1 per cut. Dave Farnham says it needs cutting every two weeks. Bill DeFlorio said he hired the campground 2 years ago. Carolyn Lumbra stated that RFD#1 owes the campground \$125.00.
- c. Dan LaLumia suggested asking the campground to mow every two weeks, paying them \$25 a mow, for 6 months \$300.00. George Daniels was also mentioned as a possibility for mowing.

4. Asset Management Planning

- a. Invoices were brought forward for reviewing asset management inventory lists and plans and meter reading combined for the same party are around \$750.00

for two invoices and because they are over the threshold of \$500 must be approved by the Prudential Committee. John Doss motioned to approve \$525.00 for payment of review. John Lens seconded the motion. Voted on and the motion passes 2-0.

- b. John Lens indicated there are two invoices from Dufresne Group totaling \$13,940 for AMP work. RFD#1 asked the State Drinking Water division AMP overseers for a review of the Dufresne Group submittal to RFD#1 provided in February. The State overseers in their brief review this week noticed 3-4 items still not in the AMP, as did FD#1. These include addressing risk, uncertainty. John Lens suggested that he, Dave Farnham, Bill DeFlorio and VTC get together to continue the AMP review
- c. John Lens stated that we have been billed \$43,800 on the \$50,000 AMP project and more work remains to complete the AMP. We are concerned about the amount invoiced having reached 85% of the budget with elements of submitted work needing improvement. John Lens suggested holding on those invoices for now.
- d. John Doss I'm ok with that. Bob DiLeo commented we should get what we're paying for.
- e. John Lens on the internal review of the AMP, explained that we need to be working with VTC on this, thought we had plans to meet in a few weeks. He will call Ted Manazir at VTC to see when we can get together.

5. Long Term Operational & Management Responsibilities

- a. Bob DiLeo, I'm not sure where we are in review of the memorandum of understanding. Leaves us with one thing, an operator who get the first call. Covid-19 and the turmoil resulting from the VSC closing of VTC (now withdrawn) idea seems to have stalled that activity. It is important; to put priority on a joint ~~an~~ operator who get the first call

New Business

Discussion ensued regarding the next monthly meeting, which is the annual per charter and to keep it as scheduled. Suggestions were made to do another online (Virtual) Meeting or do a "socially distanced" meeting outside. The consensus was to "let it ride" and stay on schedule for a May meeting to be decided how to proceed. Bob DiLeo agreed to contact VLCT regarding the legality of delaying the annual meeting.

Dan LaLumina brought up the process of late fee billing, stating that a total of 6 people currently overdue, including Peter Paul overdue since August 2019. He stated that he doesn't have a choice but to add the late fee, and that billing every 6 months we were in violation of our own ordinance when we went to every 3 months, and asked

“do I chase a 1% at .35 cents just to capture the finance charge on the next bill?” The mandate can't be ignored. The Prudential Committee can direct me to ignore these charges for 3 months. How about a fee that matters, an 8% late fee only in conjunction with taxes. What's the Prudential Committee's position on late fees with the current situation (Covid19)?

Dave Farnham stated that right now the Village of Randolph is not adding interest if you can't pay, and you get caught up when you can. Dan said he was fine with that but wanted to know what to do. John Lens stated that we need to be consistent and don't want to be vulnerable. John Doss suggested case by case. Carolyn Lumbra suggested to let it go 3 months. John Lens stated we keep charging late fees and let them accrue. Dan, every month so 3 months equals \$1.05 on a standard \$35 charge. Gifford is a chronically late payer and we have looked the other way. We should assess a late fee. John Lens stated that we will stay as is and review at a later date. Dan, said charges will accrue, ok.

Dan also stated that the water ordinance is 6 years old and requires updating-as well as the “Construction Standards” in the appendix. I'll identify what needs updating and get a letter to the committee. Bill DeFlorio stated we don't need the “Construction Standards” in the ordinance.

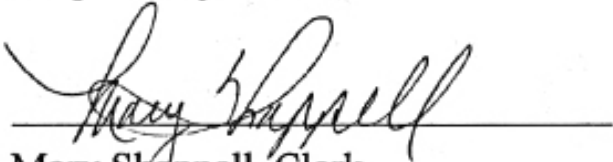
Discussion ensued regarding Valentia Lackard property, the only one without a water meter. Dan LaLumia stated that it's not fair to everyone else. John Lens stated that it's difficult to get a plumber in there. It's not a good situation.

John Doss suggested a letter of support to VTC.

John Lens will talk to BGS (Buildings and General Services) tomorrow, Dave is talking to Ted tomorrow.

John Doss moved to adjourn meeting at 9:04 pm. Seconded by John Lens.

Respectfully submitted



Mary Shappell, Clerk