

Randolph Center, Vermont

Fire District #1

Minutes for Meeting on May 21, 2020

Location: Online Virtual Meeting

Attending: John Lens, John Doss, Bob DiLeo, Bill DeFlorio, Jay Hooper, Mary Shappell

Old Business

1. Prior, May 23, 2020 minutes reviewed and approved. Jay Hooper motioned to approve, John Doss seconded motion to approve. Voted on and approved
2. Treasurer's Report.
3. Review budget status. Budget vs. Actuals basically the same as went over at the last meeting. Cash flow is good since we didn't spend money on repairs. Bob DiLeo also stated that we call it a "budget" but it is really just a "plan".
4. Accounts Receivable, Bob DiLeo stated we don't really have any except Peter Paul with an outstanding bill of \$200., and a couple of people in the 1-30 day range. Peter Paul will need to pay a deposit.

Jay Hooper motioned to vote to confirm rates are adequate, and the budget and the rates don't need to be raised. John Doss seconded the motion.

John Lens stated that we need to vote on the tax, and that tax would be voted on next time even though no rate change is anticipated.

All in favor of the financial plan as proposed was voted on and approved.

5. Line of credit expires on August 5, 2020. Bob DiLeo stated that he has spoken to the loan officer in order to extend the line of credit.
6. The Prudential committee voted to extend the line of credit for 1 year. John Doss made a motion to extend line of credit for 1 year. Jay Hooper seconded the motion and motion was voted on and passed.

Engineers Report

- a. John Lens stated that since Dave Farnham was not present that he would present. John Lens stated that he has had low chlorine (reading) at his house and high chlorine (reading) at Carolyn Lumbr's house. P2 and John Lens discussed having work done to change the tubing on the chlorine pump.
Jay Hooper asked John Lens if he is testing and John Lens said yes as were Bill DeFlorio, VTC and Dave Farnham.
Not a major problem, but new piping is needed in the pump house.

Asset Management Planning Update

- a. John Lens stated that he is meeting with Ted Manazir within the next few weeks.

Long Term Operations and Managerial Responsibilities

a. John Lens talked about a joint operator for the system. It's down on the priority list. We're at the point of us (RFD#1) proposing a plan and submitting to VTC. Jay Hooper stated that VTC is not in danger of being shut down. John Lens stated that talk about a merger of operational items is delayed because of recent events with the Covid19. We are essentially in the same situation that it's been.

Old Records

a. Jay Hooper stated that the old records are currently in his apartment and that he would be bringing them to a safe at his parent's home.

New Business

1. Approved Budget/Plan
2. Annual Meeting
 - a. The goal is to send out a newsletter and notice 2 weeks prior to meeting.
 - b. Have a virtual online/phone meeting in June.

Jay Hooper stated that the proposed hotel in Randolph Center has a delayed timeline by 1 year because of the current health pandemic.

Jay Hooper made a motion to adjourn, seconded by John Doss. Meeting adjourned at 8:01pm

Randolph Center, Vermont

Fire District #1

Minutes for Annual Meeting on June 18, 2020

Location: Virtual Meeting on MS Teams

Attending: John & Barb Lens, John & Carol Doss, Bob DiLeo, Bill & Trudy DeFlorio, Jay Hooper, Mary Shappell, Dan LaLumia, Aaron Prim.

John Lens called the meeting to order at 7:06pm

Article 1 – Elect a Clerk

John Doss motioned to nominate Mary Shappell to a one-year term of Clerk for RFD#1. Jay Hooper seconded. John Lens asked if there were any opposed or abstentions, all those in favor. All. Motion passed. Mary Shappell elected as clerk for a one-year term.

Article 2 – Hear and act on reports of treasurer, and engineer.

Treasurer, Bill DeFlorio stated that looking at the balance sheet, total assets are at \$68,435, up from last year's \$46, 245. Overdue accounts are \$132.00. Liabilities of \$44,373., most of which is the AMP study. Net income is -\$21,759 for FYE 2020. We will be reimbursed for the outstanding Asset Management Plan (AMP) loan once the AMP is complete next fiscal year (FYE 2021).

Bob DiLeo stated that it was anticipated the AMP study would have been completed within one fiscal year ended 4/30/2020, and that the costs which are financed by a forgivable loan program from the State of Vermont would have been forgiven upon meeting certain criteria resulting in a zero impact on income. However, the effect of the pandemic is to delay the completion until the next fiscal year resulting in the large loss this year to be offset by a complementary income increase in the next. Revenue, \$41,700., up \$7000. over previous year.

Bill DeFlorio stated that 2019-2020 expenses were way down because all projects were put on hold until AMP study is complete. 2018-2019 expenses were \$40,357 compared to last year's expenses at \$18,909.

Engineer's Report, in the absence of Dave Farnham, given by John Lens who stated that system is holding steady, nothing to report. AMP, no further progress this month.

Article - 3 To elect one member to the Prudential Committee for a 3-year term

Bill DeFlorio motioned to nominate Jay Hooper to fill the 3-year term on the Prudential Committee. John Doss seconded the motion. John Lens asked for any discussion, and continued by asking if there was any opposition or abstention. All those in favor? All was the reply. Jay Hooper re-elected.

Article - 4 To elect a treasurer

John Lens stated that Treasurer's position has been filled by Bill DeFlorio following Carolyn Lumba's resignation. John Doss motioned to nominate Bill DeFlorio to be Treasurer, motion was seconded by Barb Lens. All in favor, no opposition or abstentions. The motion passes to elect Bill DeFlorio as Treasurer.

Article - 5 To elect a collector of rents and taxes

Bill DeFlorio motions to nominate Dan LaLumia as Collector of rents and taxes. Bob DeLeo seconds the motion. John Lens asks all in favor. All was answered. Any opposed, and abstentions? The motion passed to elect Dan LaLumia as Collector.

Article – 6 To elect 3 Auditors for a term of one year

Three Auditors are Dan LaLumia, Scott Mitroff, and Trudy DeFlorio. Trudy DeFlorio stated that she maybe she should not be an auditor since Bill DeFlorio is Treasurer as it could be a conflict, though I'm willing to do it.

Motion made to nominate Dan LaLumia, Scott Mitroff and Trudy DeFlorio as Auditors to a one-year term, motion is seconded by Carol Doss. John Lens asked for any discussion. All those in favor, ALL. No opposition or abstentions. Motion passed.

Article - 7 to elect an engineer

John Lens stated that Dave Farnham is not available to do this, I am willing to do this.

Dan LaLumia asked if VTC has an engineer to share?

John Lens stated that we have ours (engineer), they have theirs.

Dan LaLumia stated that VTC must have someone in their organization to do it. Does this meet state requirements?

John Lens stated that their operator does the regulatory work, and the engineer more of the mechanical.

Dan LaLumia asked, why don't we have an operator? The state wants an operator. Are we saying that VTC is the only operator?

John Lens stated that P2 is FD#1's operator. We are covered technically.

Jay Hooper makes a motion to elect John Lens as Engineer. John Doss seconds the motion. John Lens asks all in favor. All is the response. No opposed or abstentions? Motion is passed to elect John Lens Engineer.

Article - 8 To vote a tax

John Doss makes a motion to keep the tax rate the same, at .04 per \$100 evaluation per the Randolph Grand List. Jay Hooper seconds the motion. John Lens asks all in favor. All in favor is the response. No opposition or abstentions. The article is passed.

Article – 9 To do other business as may be appropriate:

- 1) Reviewing previous, May 21, 2020 meeting minutes. A motion is made by Bob DiLeo to approve the prior meeting's minutes, seconded by Jay Hooper. John Lens asks all in favor. All is favor is the response. No opposition or abstentions. Motion is passed.

- 2) Treasurer's Report- included above

- 3) Auditors Report.

Auditors met on May 19, 2020, Dan LaLumia, Trudy DeFlorio, Bill DeFlorio and Bob DiLeo to review all records, compare check detail and bank statements. Dan LaLumia and Trudy DeFlorio signed off and Scott Mitroff gave permission to sign off on the report.

- 4) Present FYE 2021 financial plan

John Lens stated we have a plan we can share – looking at historical income and expenses, barring breakdowns or repairs, \$10,000. to \$15,000. planned for this. Revenue is up slightly because of 4 cycles, not 3.

Any discussion?

5) Engineer's report – included above and discussed.

Discussion of the replacement at the home of Carolyn Lumbra's of the pressure reducing valve and expansion tank, both for \$435.00. Does the RFD#1 reimburse that expense? Related to the meter check valve, 2 units experienced this problem, questioning if it may be our configuration or piping. We should reimburse Carolyn and investigate why this happened.

Dan LaLumia asked if there was any warrant from the installers.

John Lens stated that the installation was likely not bad. We need to look at our system and to see what is unique to her line possibly causing the problem.

Bill DeFlorio stated that Carolyn Lumbra is the only one to experience this. There are no problems anywhere else. Her properties are fed by a one-inch plastic line going 300 yards. A question is if the pressure is too high for that arrangement.

John Lens stated to reimburse now, and potentially evaluate if this is a water system issue that the FD#1 should address with additional measures.

John Doss motioned to reimburse Carolyn Lumbra. Bob DiLeo seconded the motion. All were in favor, no opposition or abstentions. Motion passed.

Bob DiLeo asked if residents need approval to RFD#1 to call for repairs?

Dan LaLumia asked where does the RFD#1 responsibility end and the residential customers begin?

Bill DeFlorio stated the residential customer's liability begins after the curb stop. The Fire District is responsible for the portion of service from the main line up to and including the curb stop.

Dan LaLumia so the pipe from valve to the residence is their responsibility.

John Lens stated, for clarification in the bylaw, a customer is responsible for their own system and to check with us.

Dan LaLumia asked if that relates to our water ordinance, have that expressed in our water ordinance.

John Lens asked if there is work being done on a water ordinance?

Dan LaLumia stated that in a month or two a revised addition of the water ordinance will be submitted.

John Lens suggested a discussing at the next meeting the updating of water ordinances.

At 7:58pm John Lens motioned to end the meeting. John Doss seconded the motion to adjourn. All on favor, no opposition or abstentions.

Respectfully Submitted,

Mary Shappell, Clerk

Randolph Center, Vermont

Fire District #1

Minutes for Meeting July 16, 2020

Location: Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Bill DeFlorio, Bob DiLeo, Mary Shappell

Meeting called to order by John Lens at 7:01pm

Old Business

1. John Lens added Aaron Prim as an attendee to the July 16, 2020 Annual meeting minutes. John Doss motioned to approve the prior meeting minutes as written and corrected. Bob DiLeo seconded the motion.
2. Treasurer's Report * see attached report.
John Lens stated that Dan LaLumia sent a registered letter to Bradeen.
Bob DiLeo stated that two bills need to be approved. We need the Committee to approve QuickBooks fee \$500. Bill DiLeo states that the QuickBooks annual fee is \$692.00
John Lens states the annual dues have been signed off, John Doss do you agree?
John Doss says yes. John Lens states, approved.
3. Engineer's Report * see attached report.
John Lens stated there are challenges with chlorination being low through July. Asked Bill DiLeo to inform him as to how many nozzles we have so that we can order more. In the past they have been replace three or four times a year, and I don't know how often they are being changed.

Carolyn Lumbra to send readings to John Lens.

We need to finish our water system review to send to the state, add their comments and get to Dufresne. Things missing, some errors, need to spend some time looking at this. John Lens asked Bill DeFlorio if he has looked at the maps. John Lens stated that this is our chance to get the high-quality report, we're paying for it.

Bill DeFlorio stated that he'd like to get together with John Lens. Bill DeFlorio stated that he thinks one pump should be replaced. The original is 40 plus year old. Using a different configuration of pumps, half the cost of a centrifugal pump. We might need to reconfigure pumphouse piping.

John Lens stated that he'd like to run this all by Bill DeFlorio, and that Scott heard a funny noise, a check valve leaking. John Lens stated that he has a call in to Parmlee, another valve.

Bill DeFlorio stated that Mike rebuilt one of those check valves. Check valves are 15 years old and not readily available at plumbing supply stores. I can look into it, they're not cheap.

John Lens stated that he's reluctant to replace with the work upcoming. Valve exercise, I'll get with P2 on that. I'll do the flushing with fire department.

Update on archiving old records

John Doss stated that he found more old records.

New Business

1. Overdue Account Policy-
Bob DiLeo stated that the system can auto-send a late notice with email. Bill DeFlorio stated that it's not automatic, you need to check auto-send.
Bob DiLeo stated that we should have some kind of policy but maybe there are not enough overdue accounts.
Bill DeFlorio stated that it depends on the dollar amount as to whether we add interest. Bill DeFlorio and Dan LaLumina and I will come up with a simple policy that we can be consistent with. I did inquire with the League of City and Towns about turning water off, they highly recommend against that.
John Lens stated that we need a simple policy, something the three of you can have for next time.
2. Randolph /VTC Boosters
John Lens asked if anyone has heard anything on this.

Both Bob DiLeo and John Doss stated no.

John Lens stated that he has, and that there is a fair amount of contact with Randolph businesses and VTC to help VTC and Randolph improve the Farm, experts talking to VTC, not dairy and maybe have beef. I think it sounds like the town manager and Perry Armstrong talking to VTC to join efforts. The Farm has one campus building.

Bob DiLeo stated that it sounds like they are looking to reduce costs.

John Lens stated that also VTC can't close because it has an impact to the local region. John Lens asks John Doss and Bob DiLeo to ask Jay Hooper, as he promised before to connect us with this group. Let's find out what their strategic plan is for the next 20 years.

Bob DiLeo stated that he'd be interested to sit in on one of these meetings to see what the plan is.

John Lens stated that more than that – business interest at play.

John Doss stated that they need to take care of VTC before businesses.

John Lens stated that it should be transparent and Jay Hooper needs to make the introduction.

3. Vote to revise Auditors to include Bob DiLeo in place of Trudy DeFlorio.

John Doss makes a motion to make the change to include Bob DiLeo as Auditor in place of Trudy DeFlorio.

John Lens seconds the motion, and asks all in favor?

All in favor is the response.

Motion passed.

4. RFD#1 Annual Appropriation to Tree Fund

Bill DeFlorio stated that we need four trees, this will be an ongoing problem. Fire District #1 makes a yearly appropriation. The RFD Fund came from my mother-in-law. RFD agreed to hold the money.

John Lens asked how much Bill?

Bill DeFlorio said that he priced 1 ½" to 2 ¼" maples at \$250.00. We have money for three trees. We need four, but don't need to replace them all this year.

Bob DiLeo asked if this included the planting of the trees.

Bill DeFlorio stated that it included Dan LaLumia and I. We bought ¾" to an inch in the past and they didn't do well.

John Lens asked, how do we make this last? We could set up a separate bank account.

John Doss suggested making it a Line Item.

John Lens asked where the money is held.

Bill DeFlorio suggested make it a budget item.

Bob DiLeo suggested budgeting money to appropriate specifically for trees, a sub-account, tree account, and move money from main account to added liability.

Bill DeFlorio the tree fund would be expensed like anything else.

John Lens stated that beyond the initial donation, if RFD#1 agrees, we could make sure it lasts.

Bill DeFlorio stated that it's important to the community.

John Lens suggested a vote to make a Tree Fund allocation.

Bob DiLeo suggests making a motion to make a \$250.00 donation to the Tree Fund, and RFD#1 as custodians of the fund.

Bill DeFlorio makes a motion that the RFD#1 make an annual \$250.00 appropriation to the Tree Fund.

John Doss seconded the motion.

John Lens ask all in favor?

All in favor and motion is passed.

Bill DeFlorio asks would excepting credit cards prompt people to pay sooner? Paygov.us many towns use, the service is no cost to the community, a 3% fee to user. It's another option, Waterbury, Barton, Newport all use this.

Bob DiLeo stated that it's worth exploring.

John Lens makes a motion to end the meeting.

John Doss seconded the motion.

Meeting ended at 8:08pm

Randolph Center, Vermont
Fire District #1
Minutes for Virtual Meeting on August 19, 2020
Location Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Bill DeFlorio, Bob DiLeo, Mary Shappell
Meeting called to order by John Lens at 7:05pm

Old Business

1. Hold off on approving old minutes.
2. Treasurer's Report attached. Bill DeFlorio reported that there are no overdue accounts, for the first time in a long time. September's billing will include the property tax, the checking account will go up.
3. Engineer's report attached. John Lens stated that he had talked with Clark at the Lake Champagne Campground seeking access. Clark said no. GMP was also there and he also said no to their seeking access to replace a meter on a pole.
Bill DeFlorio stated that there is a right-of-way in the old deeds.
Bob DiLeo stated that he will contact VLCT.
4. Asset management planning update. Dufresne Group said they are on track to complete work on budget.
Bill DeFlorio stated that we should pay one invoice of the two outstanding.
Bob DiLeo stated that we have no problem paying one invoice, it's a good test to see if we get reimbursed by the state.
John Lens suggests we pay the invoice.
John Doss makes a motion to pay the 2/15/2020 invoice in the amount of \$5,249.95.
John Lens seconded the motion.
All in favor.
Motion passed.
5. Update on activity addressing the Fire District's long term operational and managerial responsibilities (both normal and emergency situations).
John Lens stated that he is close to wrapping this up and getting to everyone and to the state for their review, and that he has not talked to

VTC about long term operational and managerial responsibilities. Ted suggested finding an operator, maybe the Town of Randolph.

6. No update on the archiving of old records.
7. Update on overdue accounts policy. Bill DeFlorio stated that he is currently working on a draft.
8. Update on Randolph/VTC Boosters Effort. John Lens asked Jay Hooper to connect John Doss to the parties involved. John Doss stated that there has been no connection. John Lens stated that he would ask Jay Hooper once again to make the connection.

New Business

1. Discussion of new agreement for services proposed by P2. Bob DiLeo suggests that it makes sense to continue with P2. John Doss stated that the costs have gone up \$10.00 an hour, and services have been taken away. Bill DeFlorio state they he will talk, and discuss this with VTC in regards to costs.
 - Bob DiLeo talking to VCCT
 - Next step, talk to Clark again
 - Configure improvements to pump house

John Doss makes a motion to except the \$800.00 proposal for time and expenses for improvements to the pump house.

John Lens seconds the motion.

All in favor.

Motions passed.

At 8:08 John Lens motion to adjourn, seconded by John Doss.

Randolph Center, Vermont
Fire District #1
Minutes for Meeting October 15, 2020
Location: Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Jay Hooper, Bill DeFlorio, Bob DiLeo, Dan LaLumia, Mary Shappell

Meeting Called to order by John Lens at 7:01pm

Old Business

1. Approved prior meeting minutes.
2. Treasurer's Report – see attached report.
3. Engineer's Report
 - A. Discussion of right of way to pump house and Clark's refusal to allow access.
 - B. Work on the pump house will consist of a week of a plumber's time.
 - C. On Monday John Lens stated that there will be a sanitary inspection which takes place every two years, and will tell us about any insufficiencies, etc., as well as check for compliance. P2 is coordinating with VTC.
4. Update on Asset management planning.
5. Update on activity addressing the Fire District's long-term operations and managerial responsibilities.
 - A. John Lens said he did not remember if the draft response to VTC's MOU had been sent to VTC
6. Update on archiving old records.
 - A. No updates other than Jay Hooper stated that the records are in a safe place and he is in conversation with the state archivist. John Doss stated that he has additional records to give to Jay.
7. Update on overdue account policy.
 - A. Dan LaLumia stated that there is currently nothing pressing and that Bill DeFlorio has put together the policy. Bill DeFlorio stated that the policy has been presented to the Prudential Committee. John Lens stated that policy can be approved next time. Dan LaLumia stated that the policy is subscribing to state policy and the same being used in Randolph.
8. Agreement for services by P2 Environmental.
 - A. John Lens stated that this summer we had a new agreement from P2 and asked Bill DeFlorio to review it, as this agreement is more money, and there is a bit less included. Do we have them put in writing an estimated cost for "out of scope" items, and advising us on emergencies or do we go ahead and approve and pay? John Doss moved to go ahead and approve and pay. Seconded and motion passed.
9. Update on Randolph/VTC Boosters
 - A. Jay Hooper spoke with Pat Moulton who said they haven't met much. Jay Hooper stated that he spoke with Perry Armstrong who said there is not much activity.

New Business

1. Long term access to spring/pump house.
 - A. Dan LaLumia suggested that since RFD#1 supplies the pump house that we cut him (Clark) out of the picture. Clark is making a stable road unstable.
 - B. Jay Hooper stated that 30 yards of grass where the propane truck turns is not a road. The propane hose is pulled 75 feet.
 - C. Dan LaLumia asked if Clark has seen the 1870 document. Bob DiLeo stated that he doubts it, and it's not in his deed or wasn't in Pierre's deed.
 - D. Jay Hooper stated that he would see Clark the next day and wondered if it would be out of bounds to share that history.

- E. Dan LaLumia asked if this document predates any other record. It's not RFD#1 fault that he (Clark) didn't know this about his property.
- F. Jay Hooper stated that if I could get a \$50,000. Resources from the state to build a road, would that work?
- G. Dan LaLumia asked, how about free water for access through your property? Would you empower Jay Hooper to offer that, a historical precedent where we get deeded access to the property?
- H. Bob DiLeo stated that we also -suggested at one point earlier to build a gate.
- I. John Lens replied, yes within reason.
- J. Jay Hooper asked if he should bring that up.
- K. Dan LaLumia stated that this is better than Jay soliciting the state for \$50,000.
- L. John Lens stated that yes, this is the most practical and simplest way.
- M. Jay Hooper stated that the gate will be appealing. These are my three things.
 - A. *get files to a fireproof safe
 - B. *Call Pat Moulton
 - C. *Convince Clark with free water and a gate.

Discussion in Regards to the White Church in Randolph Center

1. Dan LaLumia stated that after talking with the painter who is painting the Congregational Church in Randolph Center that he would suggest the church be "gifted" to the Randolph Center Fire District #1, as there are so many opportunities and reimagined uses for that church. We would be the best stewards of that building, and I don't want to see it turn into a student lounge.
 - A. Bill DeFlorio stated that there has been substantial grant money to upgrade the church.
 - B. John Lens stated that it needs a "cheerleader"
 - C. Dan LaLumia stated that he doesn't know Mr. Schoolcraft but I'll be the cheerleader. I'll have something at the next meeting.
2. John Lens stated that there is an attorney's invoice to be paid. We were surprised at the \$550.00.
 - A. John Doss moves to pay attorney's invoice.
 - B. Jay Hooper seconds the motion.
 - C. All are in favor, none opposed.
 - D. Motion passed.
3. Jay Hooper motions to adjourn the meeting.
 - A. John Doss seconds the motion.
 - B. Meeting adjourned at 8:12pm

Randolph Center, Vermont

Fire District #1

Minutes for Meeting November 19, 2020

Location: Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Jay Hooper, Bill DeFlorio, Bob DiLeo, Mary Shappell

Meeting called to order by John Lens at 7:05pm

Old Business

1. John Lens motions to wait on approving the minutes of the October 15, 2020 meeting. John Doss seconded the motion to which all were in favor.

Treasurer's Report

1. Treasurer's Report attached.
2. Bob DiLeo asked if the repair work had not been paid for yet, correct? John Lens stated that that was correct and not aware of any surprises.

Engineer's Report

1. John Lens stated that there isn't really anything at the moment to report. We are waiting for Bart Parmalee to do the plumbing work. I talked to him a week ago and he said after Thanksgiving to early December.

Update on Asset Management Planning

1. John Lens stated that there has been progress on the Asset Management Planning. We have \$11,200. for a pump house budget put together a year or so ago. We have another \$6,000. In this budget amount to spend. Do we need to approve expenses above this amount?
2. Bill DeFlorio stated that anything over the \$500. a month (requires approval).
3. John Lens stated that he asked Bart Parmalee to supply a quote. Can we approve a potential overrun now or would we have to call an emergency meeting?
4. John Lens made a motion to approve up to a 20% (\$13,440) cost overrun; beyond that we call an emergency meeting.
5. John Doss seconded the motion. All were in favor, motion passed.
6. John Lens stated that by the end of Thanksgiving break I'll have the ASMP to send to you.
7. No issues on the sanitary inspection.

Update on the archiving of old records.

1. Jay Hooper stated that the records are all safe.

Update on Overdue Policy

The overdue policy was mailed to all members a week ago. The policy needs to be approved by at least 2 members of the Prudential Committee. It was asked if there were any concerns or comments on how the policy was written. At least one member of the Prudential Committee had concerns stating that the time period after invoices become overdue is too short (7-10 days). He also thought the policy was too long and complicated. Bill DeFlorio stated that this was pretty much standard procedure with many communities. Those with the responsibility of keeping accounts current have been using it for several months and feel it is working well. Bill suggested that if anyone had concerns that they should submit them by email to the policy committee (Bill, Bob DiLeo and Dan Lalumia) for review and to see if any changes are warranted. Approval of the policy is postponed until the next meeting.

Covid-19 Arrearage Program

John Lens asked about the status of the Covid-19 Arrearage Program that one customer inquired about. Bill said that the Fire District is now registered with the Public Service Board who is administering the program so any customer with an account that's overdue by 60 days or more can qualify. At this time, we only have 2 accounts and one is preparing an application to submit to the program in hopes of getting their overdue invoices paid. Bill said he would send information to the only other account that would qualify so they are aware of as well.

Update on Randolph/VTC Boosters Effort

1. Jay Hooper stated that he hasn't been in touch with Pat Moulton yet.

Long Term Access to Spring/Pump House

1. Jay Hooper stated that he gave Clark (owner of Lake Champagne Campground or LCC) the options of free water and that RFD #1 would pay for a gate. Jay Hooper said that Clark declined the gate saying that it's more complicated than just building a gate. Clark also stated that "I don't want to rip off RFD #1, I'll take the free water and you can maintain the pump house."
2. Bob DiLeo stated that he thinks it is an issue to give free water to anyone. We could cover any wear and tear or repair any damages to the access road. Why don't we do that? Pay Clark, LLC so much to cover use and use the last 3 years of water bills as a proxy, \$900.00 a year.
3. John Doss stated that he, Clark should be required to maintain the property, maintain access.
4. Jay Hooper stated that that is what he'll (Clark) do. His issue was around control. He was planning obstacles and has changed without offer for free water.
5. Bob DiLeo suggested a "sunset clause", put a limit on the amount or expanding access on the campground.
6. John Doss agreed and stated that there must be a dollar amount.
7. John Lens asked if this agreement with the campground should be in the deed.
8. Bob DiLeo stated that this becomes a public record.
9. John Doss stated that this should be recorded in the registration of deeds, otherwise in 20 years someone will be doing this again.
10. John Lens asked how Clark would react, this is between the property owners and us.
11. Jay Hooper stated that he'll be amendable. He will have it (LLC) for another 10 year or so. I'm happy to go back to him with this.

12. Bob DiLeo suggested taking the terms to an attorney, stating these are the deal points and the attorney will turn them in to a legal document.
13. John Doss suggested that we need a second draft.
14. John Lens asked, "next steps?", and stated to Jay Hooper that we may need to have you go to him about the work on the pump house in December

No New Business

Jay Hooper made a motion to adjourn the meeting.

John Doss seconded the motion. All in favor. Meeting adjourned at 8:05pm

Randolph Center, Vermont

Fire District #1

Minutes for Meeting December 17, 2020

Location: Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Jay Hooper, Bill DeFlorio, Bob DiLeo, Mary Shappell

John Lens called the meeting to order at 7:06 pm

Old Business

1. Approve prior meeting minutes.

John Doss made a motion to except the October 15, 2020 meeting minutes. Bob DiLeo seconded the motion. All in favor. October 2020 meeting minutes approved.

Jay Hoopers made a motion to except the November 19, 2020 meeting minutes. Bill DeFlorio seconded the motion. All in favor. November 2020 meeting minutes approved.

2. Treasurer's Report; see attached.

Bill DeFlorio stated that there is not too much to discuss other than expenses are up considerably from last year, most going to pump station upgrades. Also, a customer in payment arrears, did submit an application for assistance with Covid-19 Arrearage Assistance Program was approved. Pilot payment is delayed but looks like more money than last year. We have a new account on Water street, a new young couple.

3. Engineer's Report.

Bart Parmelee has gone to the pump station and is ready to start installing pipe tomorrow. John Lens stated that he will print a W9 tomorrow and send to Parmelee, and another company too, Harmony Electric who is going to do work for us.

John Lens stated that there has not been recovery from low water at the spring, and that coming snow may help.

4. John Lens talked with Dufresne about the ASMP, they are going to work on it in January. We have asked for a complete report.

State testing for chlorine is relatively involved. We'll respond by June 1st and decide whatever makes sense to do for testing.

5. Update on activity addressing the Fire District's long term operational and managerial responsibilities.

Bob DiLeo had a question as to the long-term operations.

John Lens stated that working with VTC, talked with Ted Manzier about MOU. We'll stick with the 1967 agreement. Ted said that there is no way the state college would be in a position to make an agreement like that. John Lens stated that we do have an MOU and in the state offices.

6. Updated on overdue account policy.

Bill DE Florio stated that nothing has changed as of yet.

John Doss stated that he had no comments.

John Lens asked if we should make a motion to pass and approve the proposed overdue account policy.

Jay Hoopes makes a motion to approve the proposed overdue account policy.

John Doss seconded the motion.

All were in favor. Motion passes to approved proposed overdue account policy (copy attached).

7. Update on Randolph/VTC Boosters effort.

John Lens asked Jay Hooper if there were any updates on that.

Jay Hooper stated that in terms of a local effort that it is mostly dormant. I will send a copy of the Higher Education Study to you all, called the Select Committee on Higher Education in Vermont.

8. John Lens asked Jay Hooper if he, Bart Parmelee and Clark had communicated about Bart going through Clark's property for the current pump house work, with response to the affirmative.

Jay Hooper stated that Clark had agreed to the free water

John Lens stated that we need to put it in town records.

Bob DiLeo asked if we can have an agreement drawn up within the \$900.00. The agreement includes annual compensations for the access to be \$900.00

Jay Hooper said yes.

Jay Hooper made a motion to adjourn the meeting at 7:40pm. Bill DeFlorio seconded the motion.

Randolph Center, Vermont

Fire District #1

Minutes for Meeting January 21, 2021

Location: Virtual Meeting on MS teams

Attending: John Lens, John Doss, Bob DiLeo, Dan LaLumia, Mary Shappell

John Lens called the meeting to order at 7:02

Old Business

1. Approve prior meeting minutes.

John Doss made a motion to approve the meeting minutes of December 17, 2020. Bob DiLeo seconded the motion. All in favor. December 17, 2020 meeting minutes approved.

2. Treasurer's Report; see attached.

Bob DiLeo stated that it appears that we are flush with cash, \$80,000. in the bank, and that we are on track based on the plan for last year's expenses at the pump house of \$13,220. To \$13,400. Revenues are where we expect them to be \$415.00 in overdue billing. John Lens asked if we received the latest re-imbusement was from the state. Bob Dileo confirmed that, yes.

3. Engineer's Report.

John Lens stated that the work on the pump house is underway, piping is in except the main connection. We need electrical work done; the contractors are busy. We are awaiting a cost estimate from Harmony Electric.

4. Update on ASMP. John Lens stated that he has received the final draft, a PDF, from Dufresne. There are questions before finalizing, we're close to finishing. They have questions before finalizing. Bob DiLeo asked when we do receive the final bill. John Lens stated soon, end of the month. Bob DiLeo stated that he has renewed the registrations with the federal government which is due to expire 2/1/21.

5. Update on Fire District's long term operational and managerial responsibilities.

John Lens stated that our permit to operate is due 2/1/2021. I spoke with VTC today. VTC and P2 as operators, John Lens administration contact. We'll take care of that early next week.

6. Update on Randolph/VTC Boosters effort.

John Lens stated that Jay Hooper is the one to find out about that. John Doss stated that the state is putting out about hearings on state colleges in about a week or so. John Lens stated that the state colleges want to keep all four in tact though they may shrink, and reorganizing but not cutting off Johnson or Lyndon.

7. Long term access to spring/pump house.

Bob DiLeo stated that the agreement has been reviewed with attorney, and is good to go. Someone needs to run it by Clark. Titles may need to be adjusted and probably should be witnessed. He also advised that he talked with the town and we need to file the signed original for the land records. John Doss stated that the final draft will need Prudential Committee approval. John Lens stated yes, and put in the minutes. Bob DiLeo stated that he would contact Jay Hooper and go to see Clark. John Lens asked what the charges were from the attorney. Bob DiLeo said that he didn't know but that he only had made a couple of changes. We can draft the final version instead of having it done by the attorney.

New Business

Dan LaLumia stated that he had talked with Bill DeFlorio in regards to two delinquent accounts, Ms. Lackard, and the Bradeens. Ms. Lackards payment was sent to Randolph and will be re-directed to RFD#1. Ms. Lackard is still delinquent 1 quarter. Bradeens are 2 quarters in arrears. Dan LaLumia asked how do we want to proceed? Bradeens have not responded to certified letters threatening disconnection, it's about \$300.00 for 2 quarters. John Lens stated that we passed an overdue account policy last month. Dan LaLumia stated that we are at the point of disconnect but the state says we can't do that because of COVID-19 restrictions. There is a moratorium on disconnects. Dan LaLumia stated that we could pursue payment in small claims court, we can sue them for unpaid bills. Bob DiLeo stated that there is nothing precluding us from filing a lien against their property. Bob DiLeo also stated that he doesn't believe we are prohibited from adding penalties and interest, and therefore we should file a lien and let them know. Dan LaLumia stated that he will do that next with a 3rd communication with that language, a letter and try to personally deliver it. John Doss stated that he thinks the way you're planning is good, and my question is, is there a history. Dan LaLumia stated that yes, there is. The precedent is not good in having people not pay because of the current situation. Bob DiLeo stated that he would call the town offices to see about a lien. John Lens asked if a lien covers accruing penalties etc.?

John Doss made a motion to adjourn the meeting at 7:41. Dan LaLumia seconded the motion. All in favor. Meeting adjourned.

Randolph Center, Vermont

Fire District #1

Meeting Minutes for February 18, 2021

Location: Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Jay Hooper, Bill DeFlorio, Bob DiLeo, Dan LaLumia, Mary Shappell

John Lens called the meeting to order at 7:08pm

Old Business

1. Approve prior meetings minutes. John Doss made a motion to approve the minutes of the January 21, 2021 meeting. John Lens seconded the motion. All in favor.
2. Treasurer's Report: see attached report. Bill DeFlorio stated that expenses are up due to the \$5,839.00 invoice from Randolph P & H for upgrades to the pump station which exceeded the budgeted estimate of \$4,000.00. Plumber's rate was \$105.00, now \$135.00 an hour. The work is near completion. The only remaining expense is the electrician to do the wiring. There is \$12,000.00 in accounts payable, and look to take in \$6,500.00. Strode Living occupancy is up to 71%.
3. Engineer's report: John Lens stated that the pumps are in and now awaiting a new part, and will get together with P2.
4. Update on AMP: see the attached document and presentation presented by John Lens in explanation of the findings and recommendations, including assets and their condition, risk of asset failures (includes consequences), capital improvement recommendations and financing.
5. Update on Fire District's long-term operation and managerial responsibilities. John Lens stated that nothing has changed in the VTC agreement on how we share things in the tower and system. Permit has been filed with the state. Bob DiLeo expressed the concern of staffing to manage the water system and asked if we can expect it to be managed by volunteers. John Lens stated that he addressed that in the presentation.
6. Update on Randolph/VTC Boosters effort: John Lens stated the VTC had a meeting about the addition of manufacturing. There is a grant from the Dept. of Defense to renovate some of the buildings. Because of it being government funded, maybe they had to do a public outreach. Dan LaLumia asked if there are transformers by the VTC tennis courts, and wondering about increased noise. John Lens stated that Bart asked about that and they said they don't anticipate any increased noise.
7. Long term access to spring/pump house: Bob DiLeo stated that he would get Jay Hooper to get in touch with Clark to get the document signed. Jay Hooper stated that Clark hasn't see anything in writing. John Lens asked John Doss if he had a concern about the duration of the payments. John Doss said, yes, he does. Bob DiLeo stated that there could be two documents, one for the reinstatement of the historic access route only for the land record filing, and one for a payment. John Doss stated that that makes sense. John Lens asked about the 200 foot radius around our

spring as stated in the presentation on page 3, should it be in the new agreement? John Doss stated that the property owners need to respect and care the property. John Lens suggested asking Dufresne and the state about the requirements, lets find out what our ability is to control what the campground does. Bob DiLeo stated that somehow this has to be built in to the deeds. John Doss stated that we don't want another right-of-way fiasco. Bill DeFlorio stated that the state does have requirements as far as well head protection. John Lens stated that this is an asset issue and we need to get the information from Dufresne.

New Business

1. Propose project(s) for submitting to the State Priority list by February 25, 2021. Bob DiLeo stated that he would take care of the application for the 2/25/2021 deadline.
2. Who is going to manage the operations and oversee upgrades? Basic operations, tasks & costs, and how much might this cost. The slides presentation is entered in to the meeting minutes.

Dan LaLumia stated that the Bradeens final letter, last warning, possible disconnect by certified mail due to Covid is no different than regular mail. Now the mail carrier will sign for the mail and leave the letter. Bradeens got the letter, 6 months overdue with taxes and penalties. Certified mail is not the answer. John Lens asked if the Bradeens could be called. Dan LaLumia stated that they are not listed, and asked Jay Hooper to do a "well check". Jay Hooper confirmed, yes, sure, I'll visit and see what the best path is.

Bob DiLeo made a motion to adjourn the meeting. Seconded by Jay Hoopers. All in favor.

Meetings adjourned at 8:59pm

Randolph Center, Vermont

Fire District #1

Minutes for Meeting March 18, 2021

Location: Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Jay Hooper, Bill DeFlorio, Bob Dileo, Dan LaLumia, Mary Shappell

John Lens called the meeting to order at 7:07 pm

Old Business

1. Approve prior meeting minutes.
John Doss made a motion to approve prior meeting minutes. John Lens seconded the motion. All in favor.
2. Treasurer's Report; see attached report.
Bill DeFlorio stated that the balance in the checking account is \$20,300.00 with a little over \$4,000.00 expected on water billings, and a \$6,500.00 reimbursement from Dufresne Group. Bob Dileo asked if we have a W9 on Parmelee. Bill DeFlorio stated that he would look. John Lens inquired as to payments from Gifford. Bill DeFlorio stated that payment has not been received, but that last time they paid in time to avoid the penalty.
3. Engineer's Report.
John Lens stated that the pumps are up and running tomorrow morning. We pumped 15 days of water use, a new timer started on Saturday and ran to Monday. The timer is a little difficult to understand.
4. Asset Management planning.
We'll have a meeting with Ted Manzier ASAP to get his review and comments, he proposed tomorrow to get them to Dufresne by next week. Bill DeFlorio asked if there are more expenses as we are within \$149.00 of the \$50,000.00. John Lens stated that they (Dufresne) won't charge more if it's within scope. I keep asking.
5. Update addressing Fire District's long-term operations and management
John Lens stated that there is nothing we can do, VTC is in the same situation for the next few years until they combine with other colleges. We have an agreement since 1967, I don't see things developing.
6. Update on Randolph/VTC Boosters effort.
John Doss stated that the state report took a lot of time and money, there is a lot of information. John Lens stated that consolidation is to take place 2022-2023, not until the Fall after next. Bob Dileo asked if we can stay on hold. John Lens said I don't think they'll be in any better position. Bob Dileo stated that we should try to think of someone to operate the system.

7. Long term access to spring/pump house.
Bob Dileo talked with Clark Wednesday and stated that Clark has the agreements and that Clark will go through them. Clark stated that he had questions, that he would mark up changes and have them to me on Monday, he also mentioned that the Fire District does not have an address. Clark stated that he understands the agreement is for him and not to assign.
8. Propose project(s) for submitting to the State Priority List by February 25.
Bob Dileo submitted the application for funding. Bob Dileo stated that at this point we don't qualify. Once we are in construction or have an engineering report. This phase is construction.
9. Who is going to manage the operations and oversee upgrades?
John Lens stated that it's getting waring. Bob Dileo stated that he gives credit to those who have come before and have run this fairly complex system. We need to find out the cost to have someone run the system, and part of the ongoing operations with VTC, are they willing to do it and get paid to do it. John Lens stated that it's also different qualifications and operating skills, mechanical, administrative, maybe a company with those skills. Bob Dileo stated that we just have to have a sense of the cost to have someone run it. John Lens stated that we're getting to the end of our capacity to do this. It's a people-power thing, many skill sets, regulations etc. We can't buy ourselves out of this. Bob Dileo asked if maybe Dufresne could give us an estimate of contracting out operations. John Lens stated that the (Dufresne) took our report and that was our operating costs. Bill DeFlorio stated that a discussion with the town of Randolph would make sense. They have all the people to do what we need. At least to start with. Jay Hooper asked shall we wait for the new town manager to be sworn in? There is a special meeting tomorrow night to discuss candidates. Bob Dileo stated that that would be the most cost effective. John Lens stated that they might appreciate the income. The timeline for a new town manager is a few months, can we wait, can we talk to the people? Bill DeFlorio stated that Chris Chambers is the superintendent, Cliff Rankin is the finance director, and they have a water commissioner. Bob Dileo stated that if you had to start with someone, would that be the person in charge overall? Bill DeFlorio stated that he could find out who the water commissioner is, my thoughts would be to start with the water commissioner. John Lens stated that in summary we have a plan to reach out to Chris Chambers in the Town of Randolph to explore administration and operations. Jay Hooper and Bob Dileo also offered to help.

New Business

Need someone to complete application for free water leak evaluation by VT DEC

1. John Lens stated the he received an email a week ago offering free leak detections for water systems, and to apply for RFD #1 and VTC. The application lists information from our ASP. I don't know if it's guaranteed or if you go in a que. We did this in 2017. Bill DeFlorio stated that it is first come first serve. John Lens asked who would like to do the application. Bill DeFlorio stated that he can do it as he did it the last time. John Lens said to put his down as a contact.
2. John Lens stated that the annual meeting is in May, and that John Doss's position is up for re-election. John Lens asked John Doss if he was staying on. John Doss stated that he is willing to

stay on or if someone else in the community wants the position, that is fine. Bill DeFlorio stated that whoever happened to say yes got elected. John Lens asked if we are obligated to say anything. Bill DeFlorio stated that we will post 2 weeks in advance of the annual meeting. John Lens asked if we should mail something or email? John Doss said we can also post it at the store and post office a newsletter and also the annual election of one position. We do have a page on the Front Porch Forum.

3. John Lens asked if there was anything else. Dan LaLumia asked about the Bradeens. Jay Hooper stated that maybe on Monday I'll go there, and that there is help from the state for water bills coming.

Jay Hooper made a motion to adjourn the meeting. The motion was seconded by John Doss. All in favor. The meeting ended at 7:59

Randolph Center, Vermont

Fire District #1

Minutes for Meetings April 15, 2021

Location: Virtual Meeting on MS Teams

Attending: John Lens, John Doss, Bill DeFlorio, Bob Dileo, Dan LaLumia, Mary Shappell

John Lens called the meeting to order at 7:10pm

Old Business

1. Approve prior meeting, March 18, 2021, minutes.

John Doss made a motion to approve the prior meeting minutes. John Lens seconded the motion. All in favor.

2. Treasurer's Report; see attached report.

Bill DeFlorio stated that income for the year totaled \$45,556.00, up \$3,855.00 from last year, a net income of \$7,456.00. With \$6,500.00 in accounts payable. Expenses up about \$20,000.00 over last year with the upgrades to the pumps, lawyer fees, and engineering. The pump upgrades were estimated at \$13,280.00 and it came in at \$17,400.00. The plumbing and electrical was underestimated. The operating reserve is up \$11,000.00. We had more income than last year. Accounts payable for Harmony electric is \$5,382.00 which need Prudential Committee approval.

Both John Lens and John Doss stated that they approved that amount. Account receivables \$439.00 total overdue accounts.

John Lens asked if there is an audit due. Bill DeFlorio stated that yes there is before the annual meeting. Bob Dileo stated that he has been doing audits as we go and reconciling the bank statements. John Lens stated that we then have a "plan", could we do it now. We need to know if we need to raise the tax rate. What do we need for income if we have a problem?

Bill DeFlorio stated to John that we need input as far as project for this year. John Lens stated that we may have a leak survey. Bill DeFlorio stated that there are two rounds for the survey and we will most likely not make the first round. John Lens stated that I don't know if anyone has an appetite for raising rates. Perhaps we wait a year. John Lens stated that he has talked to Ten Manzier at VTC, that they had a leak they didn't know about. My general sense is to build funds and not spend money to do anything big. Bill DeFlorio stated that there is some maintenance that needs to be done on the spring building. John Lens stated that he agreed.

3. Engineer's Report.

John Lens stated that the pump is running 3 ½ hours a day, 9,200 gallons a day. I talked to VTC about cranking up pumping. VTC is closing for students next week. The spring house has deteriorated, the pump house okay. We could do remote monitoring at \$120.00 a month. I spent some time to fix a break at Wheatly's. What is the appropriate rate, or should I charge? Bill DeFlorio stated that it's always been considered extra work and should be charged at \$25.00 to \$30.00 an hour. John Lens stated that it's not a lot, about four or five hours if everyone is okay with that. I also turned Peter Paul's water on and spoke with his property manager who assured me that everything was connected inside.

4. Asset Management Plan.

John Lens stated that the AMP went out today. Ted Manzier approved the letter sent to Dufresne with Bill DeFlorio and Bob Dileo's comments, and to the Agency of Natural Resources, the ground water and drinking water division. It's now in the state and engineer's court.

5. Update addressing Fire District's long-term operations and management.

John Lens stated that nothing has changed with VTC. I called Adolpho, he didn't call me back. He's working with the new Town Manager. We were going to ask the water department person. Bill DeFlorio stated that we had talked about the administrative tasks as well as operations and that is beyond what Chris Chamber can provide so I decided to talk to Adolfo, the town manager. John Lens stated that he (Adolfo) though we meant owning it. I can call the new town manager, they have managerial, invoicing, accounts payable and a crew if we need help.

Dan LaLumia stated that he is not tired, he can read meters once a quarter. I'm not tired of invoicing. John Lens stated that we're a volunteer organization, not a growing population.

Dan LaLumia asked if we have run the ground with new people? Carolyn Lumbra is willing to get involved. Bob Dileo asked, who do we call if we have a break? Dan LaLumia asked if we are outsourcing the engineer's position. John Lens stated that is what P2 does, they're an operator, nothing to do with a break or meter reading. Dan LaLumia asked if you are seeking synergy? John Lens stated that Randolph has a crew that does everything we do for their system. We may be willing to pay to have it done. Dan LaLumia stated that if we had a challenge that exceeded our capacity, once we make this change there is no going back, it will change the district forever. John Lens stated that it doesn't mean we are giving up ownership or overseeing. VTC is going to have to do the same thing. They have two operators. Dan LaLumia stated how about VTC? John Lens stated that they do not have the capacity. Dan LaLumia stated that Randolph may say no. John Lens stated that then we'd have to look at other options. Dan LaLumia stated, like I said there is no going back. Bill DeFlorio stated that it's always been a struggle to get people. John Lens stated, I'll make a call to the new town manager to explore their capacity to do this work. Bob Dileo stated, why don't I make a list and see what we're asking them to do.

6. Update on Randolph/VTC Boosters effort.

John Lens asked if anyone has heard anything.

7. Long-term access to spring/pump house.

John Lens stated that Bob Dileo had talked with Clark. Bob Dileo stated that Clark will sign the agreement with the understanding it's as long as he own it but not a part of the deed. Dan LaLumia stated that he thought there was no deed. Bob Dileo stated that it did not pass on the right-of-way in the deed. Dan LaLumia stated, doesn't the right-of-way endure from earlier deeds? John Lens stated that he had reached out to an attorney friend and he said "how much money do you have?" John Lens stated that it's call adverse possession and you might have to go to court to provide proof. In Vermont you must do mediation. Dan LaLumia stated, that Clark is a bully, this precedes his ownership. Bob Dileo stated, that he had spent five hours going through deed records, there is nothing from Boyden on down giving us a right-of-way. If we sign an agreement, we can't go back. John Lens stated that it's only an agreement with Clark. Bob Dileo stated, that I don't think we should sign the agreement. Dan LaLumia stated, how about we stop providing him with water? John Len stated that we went through hiking back and forth. We only need access for a vehicle to deliver propane once a year, or even every three years, or with a big break, get an excavator in there. In practical terms we can get away with what we've been doing. We can bring propane in after campers leave. Bob Dileo stated, I think he's trying to force us to go to court so he could collect on his Title Insurance. John Lens stated, I investigated a path last summer. We're still looking for something unnecessary when we are going in one time a year. Dan LaLumia stated,

if it's a public health issue we can call the public health department to call the sheriff and they would allow entry. Bob Dileo stated, the AR said if it's an absolute necessity, they said it's a legal issue. John Lens stated that he did contact the public health department, she was out and didn't get back to me. Bob Dileo stated, I'll call. John Lens stated, I have made acquaintance with a sheriff and he said to let him know if we need help with the water. Bob Dileo stated, I agree with shutting his water off. John Doss stated, I don't like playing his game. Bob Dileo stated, at some point we'll have to solve this by getting it in to the deed. John Lens stated, we tried negotiation through Jay Hooper, now we're at a point we have nothing. We don't have a huge need to drive a vehicle in there. On back up we have the department of health. Dan LaLumia asked if the pump house is secure from tampering. Bob Dileo stated, there are two locks. Bill DeFlorio stated, there has never been an issue. The state recommended a fence a long time ago but never required it.

8. State priority list application status.

John Lens stated that we are not on the list because we don't have the preliminary engineering done.

New Business

1. Annual Meeting, May 18, 2021. To place a notice of the annual meeting in the Herald. Bill DeFlorio stated, can we send out a notice and ask for volunteers? John Lens stated, why don't we send out our consumer confidence report with an update on the fixed pump house and ask if you're interested in serving.

John Doss made a motion to adjourn the meeting. The motion was seconded by Bob Dileo. All in favor.

The meeting ended at 8:40pm