

Randolph Center, Vermont  
Fire District #1  
Agenda for Meeting Thursday October 21, 2024  
Time: 7PM  
Location: Red School House at Randolph Center

Meeting called to order at 7:03 pm

### Old Business

1. Approve prior meeting minutes – minutes were reviewed, and a motion was made Meredith made the motion to accept the minutes as presented. Second by Dave Farnham. Unanimously approved
2. Treasurer's report
  - a. Review budget status Bob Bradford reviewed the accounts for the past couple of months.
  - b. Accounts receivables status -  
Bradeen has not paid the taxes for their property. The house burned down after the assessment date of 4/1/2024. As a result, the tax stands unless an abatement is requested. George Wilson hasn't paid yet. Greenwood signed a payment agreement and has yet to pay on the remainder of the balance. Peter Palpin still owes \$8.05 for penalty on his latest bill. Dave needs to check with Dan and/or Bob regarding the balance of an account before it is told to a payer what the total owed is due. Bob and Dan need to sit down and iron out a procedure for billing/penalties and when the invoices are released. Discussion regarding the non-payment of bills. We will not do personalized collection of payments in the future. We will follow the procedures outlined in our operations manual.
3. Engineer's report
  - a. General conditions – Lackerd property has a new meter installed. Dave painted all the curb stops except DeFlorio, Doering, Parmalee. Dave released Clark from mowing our lawn down at the pump house. Question, do we want to put up stakes? We decided this would not be necessary.
  - b. Other (as applicable)
4. Update of Asset Management Training - Identification of Curb Stops. Dana discussed the 3-day training the Dana Dean and Robert Bradford attended. The training was very informational and there were some new tools that were made available. We have downloaded a freeware GIS application which will be used to mark all the curb stops in the system with GPS coordinates.
5. Security Plans for Water Supply status – Dan and Dave went down and put new ventilation boxes on the spring house closing off the previously open vents. Built a new lock bar with two padlocks. The keys will be made available to those who need it. The work cost less than \$1,000. Dan is going to check how the trail cams would work to provide additional security for the pump house.
6. Search for District Clerk – We have had no luck in the search for a district clerk. We will need to keep on searching. We will need to look into other alternatives.

New Business –

1. Status of posting the updated overdue accounts policies and procedures  
This was covered under the Treasurer report earlier in the meeting.
2. Discussion of Chris Chambers email and the issues with the sewer/water discharge.

An email was received about a leak of 30k into the Randolph Sewer system. We indicated there was nothing leaking out of our system. The problem was apparently a result of a new utility pole being installed that broke into their sewer system. The ground water was apparently leaking into their system. Green Mountain Power is going to move the pole and then repair the line. Bob used his GPS reader to locate the curb stop and it was discussed about buying a GPS device for the district. It was decided to defer this purchase.

Meeting adjourned at 8:07 pm

Dana Dean, Randolph Fire District #1 Prudential Committee