

**Approved Minutes East Berkshire Fire District 1 Regular meeting
December 13th, 2022 @ 6:30pm
Berkshire Town Hall**

Attendees: Board members Hildy Jamka, Bonnie Stowe, Andrew Hoadley.

Treasurer: Samantha Elwood

Visitors: John Kiernan (RCAP Solutions), Ross Dunham (SOS)

- 1) Review unapproved meeting minutes from November 9th meeting
 - a. Tabled
- 2) Treasure's Report – discuss bills to pay. Hildy made Motion to accept, Bonnie 2nd. Motion passed
 - a. Invoices to pay
 - i. Badger meter
 - ii. Treasurer, state of vt
 - iii. A&D
 - iv. DWGWP
 - v. Brook Field service
 - vi. VLCT property & Casualty
 - vii. Verizon
- 3) Acknowledge visitors – John and Ross
- 4) Hear from visitors – No Public
- 5) John Kiernan of RCAP Solutions: USDA Reimbursement, rates, Otter Creek
 - a. John Reviewed USDA items to submit on last Monthly request allowed
 - i. Hildy moved to sign USDA Month 14 submission. Bonnie 2nd Motion Passed
 - b. Budget – John provided a suggested budget but shared that he needs 2022 actuals to fill in more accurate predictions.
 - i. Separated into re-occurring vs one-time expenses.
- 6) Rates – review with John Kiernan of RCAP Solutions. Possibly change allotment and overage structure and other updates.
 - a. Hardship Grant
 - i. Andy made the motion that we finish, sign and submit application after review. Email we agree to John to submit after we review. Hildy 2nd motion Passed
 - b. Rates – John needs latest usage numbers to analyse what rate adjustments can be made as several leaks fixed in the past two months will make a significant change to the numbers.
- 7) Update with S.O.S. – sign new contract, pre-filter project, etc.
 - a. Andy moved to pay SOS as close to up to date as possible, Hildy 2nd Motion Passed
 - b. Pre-filters are still on order. These were backordered for months and where the order was cancelled by the vendor. Have been ordered again.
- 8) Otter Creek Engineering – proposal for air pressure issue; review and vote
 - a.
- 9) Property Owners permission – status
 - a. We have permission from two landowners for discovery research.
- 10) Executive Session
 - a. None

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11) Other business

- a. Shut off Notices and Lien's against properties not paying
 - i. 10 EBFD1 members not paying
 - 1. Notice of lien is being created.
- b. State Geologist is still working to investigate 2nd well.
- c. Hildy moved to have Andy as 2nd signer on TD Bank account, Bonnie 2nd motion passed.
- d. Hildy Posted Annual Meeting Notice will be Jan. 10th, 2023, at 6-8pm
 - i. Working with Emily on the ballots

12) Adjourn Meeting

- a. Hildy moved to adjourn at 9:34, Bonnie 2nd motion passed

Submitted by Andrew Hoadley

Approved 2/15/2023