

**MINUTES OF THE MONTHLY MEETING
PRUDENTIAL COMMITTEE -- WINHALL-STRATTON FIRE DISTRICT #1
Thursday, May 26, 2022 4:00PM**

The monthly meeting of the Prudential Committee of the Winhall-Stratton Fire District #1 was held via teleconference due to the pandemic (Login to: <https://us02web.zoom.us/j/3132650303?pwd=Y25LZ3l0U0F5WE9hamJGdjhjekQvQT09>) on Thursday, May 26, 2022.

Prudential Members Present:

Tom Snopek, Chairman
Ric Swenson, Member
James Reynolds, Member
Helmer Pearson, Member
Amy Kirkpatrick, Member

Not Present:

Present by Invite Were:

Diana Stugger, Advisor
Pat Moyna, SMC
Margaret Dwyer, Chief Operator
Rosa Cannella, Secretary

Tom Snopek called meeting to order at 5:06PM.

RESOLVED: Upon a motion duly made and seconded the April 28, 2022 monthly meeting minutes previously distributed were accepted as submitted. **(RS/AK/TS/JR/HP)**

RESOLVED: Upon a motion duly made and seconded the Prudential Committee approved financials as submitted. **(RS/HP/AK/TS/JR)**

NEW BUSINESS:

RESOLVED: Margaret Dwyer informed the Committee that the Generator Hook-Up Project total costs was \$19K, higher than the original quote of \$15K. Hunter Excavating has completed work on the Spray Field Road which needed to be reditched and the road had to be completely redone. Margaret reported on the New Capital Project 2022/2023. Pat Moyna informed the Committee that the repaving of N. Brookwood Road will be done August-September by O'Brien and Fuller. It was recommended that both Pat and Margaret check with Hunter Excavating to ensure that he has pipe to install under the road prior to repaving of N. Brookwood/W. Ridge road. Margaret informed the Committee that Dufrenes Group was hired to do the Engineer Inspection of the Treatment Plant. If we like their work we should hire them as the District Engineer. Margaret shared with the Committee a contract submitted byUSIC to locate lines (120 calls per year for \$6,500) will help eliminate the need for her crew members to stop work to help Dig Safe locate lines.

RESOLVED: Upon a motion duly made and seconded the Prudential Committee approved entering into a one-year contract withUSIC to locate lines. **(RS/HP/AK/TS/JR)**

OLD BUSINESS:

Margaret reported that all 2021/2022 Capital Projects have been completed and that the connection to the SCADA panels is underway. Margaret updated the Committee on the employee search indicating that there was one viable applicant. We are continuing our search to find a candidate with skills that are more aligned with our needs.

The Prudential Committee entered into Executive Session at 5:35pm.

RESOLVED: Upon a motion duly made and seconded the Prudential Committee approved the annual renewal of Rosa Cannella's Contract for Bookkeeping and Administrative Services with a 2% increase beginning July 1, 2022. **(RS/AK/TS/JR/HP)**

Meeting adjourned at 5:45pm.

The next monthly meeting has been scheduled for Thursday, June 30, 2022 at 4:00PM via teleconference due to the pandemic. (Login to: <https://us02web.zoom.us/j/3132650303?pwd=Y25LZ3l0U0F5WE9hamJGdjhjekQvQT09>). **(TS/RS/JR/HP/AK)**