

## COLCHESTER FIRE DISTRICT NO. 1 - 2007 ANNUAL MEETING MINUTES

The duly warned annual meeting of Colchester Fire District No. 1 was held on Monday, 22 January 2007 in the Hoehl Welcome Center on the campus of Saint Michael's College in Winooski Park. Five resident voters were present as were Jerry Flanagan (Manager), and Thomas Van Dzura (Assistant Treasurer). The Clerk, Joseph McLaughlin, SSE, called this the 70<sup>th</sup> annual meeting of the Fire District to order at 7:00 pm.

1. On a motion by Joseph McLaughlin, seconded by Brian Lee, Brian Cummings, SSE was unanimously elected as Moderator.
2. The Clerk distributed the minutes of the 2006 annual meeting, after which Brian Lee moved, seconded by Marcel Rainville, their acceptance; accepted unanimously.
3. The Moderator called on the Clerk, Joseph McLaughlin, to make a report summarizing the principal activities of the District since the last Annual Meeting. The Clerk distributed copies of his written report (dated 22 January 2007), noting it had been another eventful year for the Prudential Committee and District officers. On a motion by Marcel Rainville, with the second of Brian Lee, the Clerk's report was received unanimously.
4. The Moderator called on the Asst. Treasurer, Thomas Van Dzura, to report on the District's finances. The Asst. Treasurer distributed draft copies of CFD's annual financial reports for 2006 (dated 22 January 2007) and highlighted items in them. After observing that the District continued in good financial condition, he noted on the Balance Sheet the large accounts receivable, explaining that it reflected the non-receipt of a customer's quarterly billing, an item he is pursuing. On the profit & loss sheet, he noted that the Income category 'administrative fee' reflected the allocation of 4 percent of water fees to the District's General Fund by act of the Prudential Committee. He went through the other items, explaining the similarities and differences from the previous year, and answering questions. He noted that there are still some items in the reports needing possible refinement. He also distributed a draft income statement, comparing 2006 figures to budget and to two prior years, prepared by the Chairman for informational purposes. At the conclusion of review and discussion, Joseph McLaughlin moved, seconded by Brian Lee to accept the Asst. Treasurer's reports for 2006, subject to any end-of-year adjustments to be made by the Asst. Treasurer with the Prudential Committee to approve the final draft of the 2006 financial statements; accepted unanimously.
5. The Moderator called upon the Prudential Committee Chairman for a motion to set the total amount of annual compensation for District officers. Chairman McLaughlin, after recalling last year's approval of up to \$18k in total disbursements for compensation in 2006 to District officers (clerk, treasurer, manager, assistant treasurer) and for stipends for meetings questioned whether the total should be increased this year to permit the Prudential Committee to better align the Clerk's compensation. There was broad agreement to align the latter stipend with those of the Manager and Asst. Treasurer. Accordingly, Marcel Rainville moved, with the second of Brian Lee, to approve total disbursements of up to \$23k for compensations in 2007 to District officers and stipends for attendance at Prudential Committee meetings, and to authorize the Prudential Committee to determine the specific amounts for each; passed unanimously.
6. The Moderator opened the floor for nominations to fill a three-year term (2007-9) on the Prudential Committee, the term of Joseph McLaughlin having expired. Marcel Rainville, with second of Brian Lee, nominated Joseph McLaughlin. There being no other nominations, the Moderator entertained a motion to close nominations; the motion passed unanimously and Joseph McLaughlin was elected to a full three-year term as a member of the Prudential Committee. [Marcel Rainville was re-elected in 2006 (2006-8); Brian Lee was elected to fill Scot Foster's unexpired term in 2006 (2006-7).]
7. For the office of District Clerk, Brian Lee, with the second of Marcel Rainville, nominated Joseph McLaughlin. There being no other nominations, a motion to close nominations passed unanimously, and Joseph McLaughlin was re-elected to a one-year term as Clerk.
8. For the office of District Treasurer. Joseph McLaughlin, with the second of Brian Lee, nominated Jeffrey Vincent. There being no other nominations, a motion to close nominations passed unanimously, and Jeffrey Vincent was re-elected to a one-year term as Treasurer.
9. Joseph McLaughlin moved, seconded by Brian Lee, to set the District's 2007 tax rate once again at zero (\$0); the motion passed unanimously.

10. After a discussion, Marcel Rainville, with the second of Joseph McLaughlin, moved to approve the District making a similar contribution to Saint Michael's College Fire and Rescue as last year (\$1,000); the motion passed unanimously.
11. Following discussion, it was agreed to keep the date stipulated in the Bylaws (Art. 4.1) for next year's Annual Meeting - the 4<sup>th</sup> Monday of January, which is 28 January 2008 – rather than set an alternative date
12. By unanimous vote, the 2007 annual meeting adjourned at 7:25 pm.

Respectfully submitted,

Joseph McLaughlin, SSE