

## COLCHESTER FIRE DISTRICT NO. 1 - 2005 ANNUAL MEETING MINUTES

The duly warned annual meeting of Colchester Fire District No. 1 was held on Monday, 24 January 2005 in Alliot Hall on the campus of Saint Michael's College in Winooski Park. Three resident voters were present as were Thomas Van Dzura (assistant treasurer) and Jerry Flanagan (former district manager). The Clerk, Brian Cummings, called the meeting to order at 7:00 pm.

1. On a motion by Brian Cummings, SSE, seconded by Scott Foster, Joseph McLaughlin, SSE was unanimously elected as Moderator.
2. The Clerk distributed the minutes of the 2004 annual meeting, after which Scott Foster moved, seconded by Brian Cummings, their acceptance; accepted unanimously.
3. The Moderator called on the Treasurer, Brian Cummings, to report. He called on asst. treasurer Thomas Van Dzura, who distributed copies of CFD's annual financial reports for 2004 and highlighted some items. On the profit & loss sheet, most expense items in 2004 were close to those in 2003, except that meters, repairs and maintenance were down. He offered to look into possible explanations for the decreased water-assessment income. On the balance sheet, he noted the improved year-end position and questioned if having more than the insured maximum of liquid assets in one bank was agreeable; the latter was referred to the Prudential Committee. After review and discussion, Joseph McLaughlin moved, seconded by Scott Foster, to accept the Treasurer's reports for 2004; accepted unanimously.

Joseph McLaughlin then moved, with the second of Scott Foster, that the District record the death of Paul D. Sheehey (19 October 2004) and its deep gratitude for his many years of valuable legal counsel to the District; passed unanimously. The same moved and seconded that the District express to Brian Cummings, upon his retirement from office, its sincere appreciation for his eight years of good service to the District as Clerk, Treasurer, and Prudential Committee member; passed unanimously.

4. The Moderator noted that with Brian Cummings' retirement the District will need to recruit people to fulfill his roles and reorganize responsibilities accordingly. Joseph McLaughlin moved, seconded by Brian Cummings, to approve total disbursements of up to \$16k for compensation and stipends in 2005 to District officers (clerk, treasurer, manager, assistants) and to authorize the Prudential Committee to determine the specific amounts for each office; passed unanimously.
5. The Moderator opened the floor for nominations to fill a three-year term on the Prudential Committee, the term of Scott Foster having expired. Joseph McLaughlin, seconded by Brian Cummings, nominated Scott Foster. There being no other nominations, the Moderator entertained a motion to close nominations; the motion passed unanimously and Scott Foster was elected to a new three-year term as a member of the Prudential Committee. [Marcel Rainville was elected to a similar term in 2003; Brian Cummings to the same in 2004.]
6. After accepting Brian Cummings' resignation from the Prudential Committee, the Moderator opened the floor for nominations to fill his unexpired term. Scott Foster nominated Joseph McLaughlin, seconded by Brian Cummings. There being no other nominations, a motion to close nominations passed unanimously, and Joseph McLaughlin was elected to fill the unexpired term (2005-7).
7. For the office of District Clerk, Brian Cummings, with the second of Scott Foster, nominated Joseph McLaughlin. There being no other nominations, a motion to close nominations passed unanimously, and Joseph McLaughlin was elected to a one-year term as Clerk.
8. For the office of District Treasurer. Brian Cummings, with the second of Scott Foster, nominated Jeffrey Vincent. There being no other nominations, a motion to close nominations passed unanimously, and Jeffrey Vincent was elected to a one-year term as Treasurer.
9. Brian Cummings moved, seconded by Scott Foster, to set the District's 2005 tax rate once again at zero (\$0); the motion passed unanimously.
10. Brian Cummings moved, seconded by Scott Foster, to authorize the Clerk and the Prudential Committee to prepare amended District Bylaws. The Clerk explained the need to update the current Bylaws (adopted in 1982) and that the intent was to seek appropriate legal counsel to assist in the task so as to submit revised Bylaws to the District voters for adoption by the time of the 2006 annual meeting. He also noted that work on revising the

Bylaws may help in securing the service of an attorney who could also become knowledgeable in District affairs, to succeed Paul Sheehey. The motion passed unanimously.

11. Brian Cummings moved, with second of Scott Foster, to approve the District making a donation of \$1,000 to Saint Michael's College Fire and Rescue for its annual operations, and \$2,000 to the same towards the construction of a new fire house. The motion passed unanimously [the latter donation began in 2002].
12. Brian Cummings moved, seconded by Scott Foster, to set the date for the 2006 annual meeting of the District at 23 January 2006, the 4<sup>th</sup> Monday of the month; passed unanimously.
13. Under other business, Brian Cummings discussed issues pending as he ended his administration of the District.
14. By unanimous vote, the 2005 annual meeting adjourned at 7:48 pm.

Respectfully submitted,

Joseph McLaughlin, SSE