

REGULAR MEETING OF THE PRUDENTIAL COMMITTEE
ASCUTNEY FIRE DISTRICT #2

6:00 PM, Wednesday, February 12th, 2020
MARTIN MEMORIAL HALL, ASCUTNEY VERMONT

MINUTES

Members in attendance:

Prudential Committee – William Southard and Paul Tillman

Brandon Gulnick – Town Manager

Nathalie Whitney – District Clerk

1. Meeting was called to order by William Southard at 6:09 P.M.
2. Changes to the agenda – No changes
3. Comments from citizens – No comments
4. Warrant –

Paul Tillman made a motion to accept the warrant #18111 totaling \$11,671.33

Seconded by William Southard, Motion Passed 2-0

5. QuickBooks migration – Brandon Gulnick will investigate the progress of the QuickBooks migration to the cloud by CCI. Nathalie has been contacted about this and has asked for some help during the migration process.
6. Revolving Loan Project – Brandon Gulnick will check with the Town finance department and Ed Morris on the status of the remaining loan amount and if all the paperwork has been completed.
7. Appoint a District Manager – Brandon Gulnick stated that he felt being the District Manager would be a conflict of interest for him as Town Manager and Town Health Inspector. Brandon recommended to the Fire District to investigate hiring someone part time to fill

this position. He will be willing to act as Interim District Manager until the committee finds someone for this role/position.

Paul Tillman made a motion to appoint Brandon Gulnick as Interim District Manager until the Committee finds a permanent candidate.

Seconded by William Southard, Motion Passed 2-0

8. Budget for FY21 – This item will be carried over to our next meeting for discussion.
9. Any other information that can legally be discussed – Nathalie Whitney wanted to discuss some concerns with the board. They are as following:
 - a. Delinquent accounts – Nathalie wanted to let the board know the estimated amount of delinquent accounts and was interested in how she should proceed with these accounts. Brandon will investigate the form letter that Ed had used in the past and we will look at our bylaws to determine collection process. Nathalie will get Brandon a detailed list of delinquent accounts.
 - b. About 20 new meters not working after the upgrades done by Willies Construction, they cannot be read. Brandon will get the contract information and investigate this. Nathalie will bill this cycle as normal, start with new meters in April.
10. Meeting adjourned at 7:00 P.M.

Paul Tillman made a motion to adjourn at 7:00 P.M.

Seconded by William Southard, Motion Passed 2-0

Respectably submitted by,
Paul Tillman