

Charlton Fire District Special Meeting Minutes

June 16, 2020

PUBLIC MEETING: The public meeting of the Charlton Fire District was called to order on June 16, 2020 at 7:00 p.m.

PRESENT: Jeff Voigt (Chairman), Bob LeGere, Kevin Loukes, Steve Eichfeld, Leland Roden, Sharon Cronin (Secretary), Andy La Patra (Treasurer)

ABSENT:

1. Unfinished Business

- a. The board continued their discussion on selling the old firehouse. Bridget Malagisi from Berkshire Hathaway Realty will be doing a walk-through of the property with board members. Once all pertinent data is gathered, the property will be placed on the market.
- b. We are still waiting on Spectrum to port the CFD phone number. Calls have been made to both Verizon and Spectrum in the hope of identifying the hold up. There has been no resolution to date. Therefore, a new work order will be placed in hopes of resolving the issue.

2. New Business

- a. Sean Foran from Hueber and Breuer updated the board on the status of the new firehouse. Contractors are finishing up contract work and punch list items. Additionally, he presented financial closeout information. The treasurer asked questions regarding the remaining money in the new construction account and the funds allocated for retention. Sean indicated that the remainder of the bond money will be used to furnish the new firehouse. Once contractors have completed all contract work satisfactorily, retention funds will be distributed accordingly.
- b. Construction invoices were presented for approval.
- c. The treasurer reached out to auditor, Dick DiNolfo. The district is waiting for the 2019 audit to be completed and submitted to the bond company, Fiscal Advisors, by the end of June. Dick DiNolfo indicated that he would have it completed and submitted by the due date.
- d. The secretary requested approval to order supplies from Staples for the new firehouse. A request list was presented.

Motion to approve the payment of construction invoices made by Jeff Voigt and seconded by Bob LeGere. Approved 5-0.

Motion to approve the secretary to purchase supplies from staples for the firehouse made by Jeff Voigt and seconded by Kevin Loukes. Approved 5-0.

3. Adjournment

Motion to adjourn made by Jeff Voigt and seconded by Leland Roden. 8:45 p.m.
Approved 5-0.