

# BRANDON FIRE DISTRICT NO 1

## Prudential Committee Meeting – November 4, 2021 – 6:30 PM

**Present:** Bill Moore, Dennis Reisenweaver, Natalie Steen, Michael Markowski, Jon Wyman

**Also in Attendance:** Seth Clifford, Raymond Counter, Tom Kilpeck

- 1) **Call to Order**

Bill Moore called meeting to order at 6:36 pm.

  - a) Agenda Adoption – Michael Markowski made motion to adopt agenda with the addition of LOSAP as Item # 2. **Motion passed 5-0.**
- 2) **LOSAP Presentation** – Dennis Reisenweaver presented financial numbers for LOSAP for fire department. He asked the board to review and potentially discuss at the next regular meeting which he will not be able to attend.
- 3) **Minutes**

Jon Wyman made motion to accept the minutes of the Prudential Committee meeting held on October 7, 2021 & October 21, 2021. **Motion passed 5-0**
- 4) **Fiscal**
  - a) **Warrant – Fire Department** – Motion by Dennis Reisenweaver to approve the general fund warrant for the fire department. **The motion passed 5-0.**
  - b) **Warrant – Water Department** – Motion by Dennis Reisenweaver to approve the general fund warrant for the water department. **The motion passed 5-0.**
- 5) **Treasurer Report** – Seth Clifford presented current financial status. Motion by Natalie Steen to accept Treasurer report. **The motion passed 5-0.**
- 6) **Water Department Report**

Work continues with the O&M manual. Raymond Counter made request to use \$10,000.00 from unused funds to purchase a data collector for meter reading. The current data collector is inefficient and currently unusable. Michael Markowski made motion to approve \$10,000.00 for purchase of a data collector for the water department. **Motion approved 5-0.** We have been approved for a grant of \$63,000.00 to do engineering study of water system for short- and long-term planning. Information is still being collected for the update to the emergency response plan which is due to EPA by December 31, 2021. Winterizing is being done at the seasonal properties served. Jon Wyman made motion to approve water department report. **Motion passed 5-0.**
- 7) **Fire Department Report**

Chief Kilpeck reported that multiple calls have been received in the past month. Training was done for some members at the Police Academy. MES is working to provide a quote for a new cascade system. Bill Moore wanted to thank the fire department on the behalf of the recreation department for their participation in Spooksville. The department is beginning to look at replacement of some of its fleet and potentially reducing the fleet and adding a rescue pumper. Questions were asked if the department has looked at using smaller vehicles for its fleet. The chief explained that discussions are only in the preliminary stage. The department has received a resignation from a member due to leaving the area. Natalie Steen made motion to approve fire department report. **Motion passed 5-0.**
- 8) **Old Business**
  - a) **ARPA** – No additional information has been received with the ARPA grant money. Raymond Counter will reach out to the town manager to discuss any potential opportunities for the Fire District
  - b) **Budget** - The board received the final draft of the budget with minor changes made. Natalie Steen made motion to hold a special meeting on Thursday, November 11, 2021 to discuss and approve the budget and warning. **Motion passed 5-0**
  - c) **Website**- The contract for the new website has been executed. An initial meeting will be held with Chief Kilpeck, Kristy Pinkham, Natalie Steen and Raymond Counter.
- 9) **Public Comment** - None
- 10) **New Business**
  - a) **Warning** – Tabled until meeting on November 11, 2021 at 6:30pm
  - b) **Financial policy**– Motion by Natalie Steen to approve financial policies 10.2, 10.5 & 10.6 as printed **Motion passed 5-0**
- 11) **Executive Session**

Motion by Dennis Reisenweaver to enter into executive session at 7:44 pm for the purpose of: #2 – 1 V.S.A. § 313(a)(3) The appointment or employment or evaluation of a public officer or employee (but the public body must make a final decision to hire or appoint in an open meeting and it must explain the reasons for its final decision). The board reconvened the meeting at 7:42pm. No action taken. **Motion passed 5-0.**
- 12) **Adjournment - Motion** by Jon Wyman to adjourn at 7:42 pm. **The motion passed 5-0.**

The next regularly scheduled meeting for the Prudential Committee will be held on Thursday, November 4<sup>th</sup> at 6:30 pm in the Fire Department conference room at 61 Franklin Street.

Raymond Counter  
Clerk for the Board