

BRANDON FIRE DISTRICT NO 1
Prudential Committee Meeting – October 7, 2021 – 6:00 PM

Present: Bill Moore, Dennis Reisenweaver, Natalie Steen, Jon Wyman

Also in Attendance: Seth Clifford, Raymond Counter, Tom Kilpeck, Butch Shaw, Stephanie Jerome

- 1) **Call to Order**
Bill Moore called meeting to order at 6:04 pm.
 - a) Agenda Adoption – Dennis Reisenweaver made motion to adopt agenda. **Motion passed 3-0.**
- 2) **LOSAP Presentation** – Presentation made to discuss benefits of LOSAP program for the fire fighters. Stephanie Jerome will follow up to ensure that the program can be used in Vermont. Motion by Natalie Steen to have Dennis Reisenweaver meet and formulate what a program will look like for the department and potential costs. **Motion passed unanimously.**
- 3) **Minutes**
Dennis Reisenweaver made motion to accept the minutes of the Prudential Committee meeting held on September 2, 2021. **Motion passed 3-0**
- 4) **Fiscal**
 - a) **Warrant – Fire Department** – Motion by Dennis Reisenweaver to approve the general fund warrant for the fire department. **The motion passed 3-0.**
 - b) **Warrant – Water Department** – Motion by Dennis Reisenweaver to approve the general fund warrant for the water department. **The motion passed 3-0.**
- 5) **Treasurer Report** – Seth Clifford presented current financial status. Motion by Natalie Steen to accept Treasurer report. **The motion passed 3-0.**
- 6) **Old Business**
 - a) **BFD #2** - A meeting with BFD #2 was held 9/15 with Mike Markowski representing the board. A follow up letter will be sent from BFD #2 per the discussions.
 - b) **Basin Road** - The Fire District received notification that it must address the low water pressure issue by July 1, 2021. Ray Counter will set up a meeting that will also be attended by Jon Wyman with affected homeowners.
 - c) **ARPA** - Dennis Reisenweaver asked if there is any potential to receive ARPA funding for our infrastructure work. Ray Counter will discuss this with the town manager to find out our options.
- 7) **Water Department Report**
The property at 1238 Forest Dale Road water connection has been tested and activated. Work continues with the O&M manual. Raymond Counter reported that he attended the 3rd of 3 classes for asset management this past month. A meeting was held with technical assistance members from the Southwest Environment Finance Center at the University of New Mexico to begin to implement our GIS system. Jon Wyman made motion to approve water department report. **Motion passed 4-0.**
- 8) **Fire Department Report**
Chief Kilpeck reported that 4 members are attending Firefighter 1 training. A member has requested a 1 year leave of absence. The FEMA grant for SCBA has been denied. The current fill station is out of date and needs replacement. Discussion was made about researching if purchasing the entire unit is the best and safest option. Dennis Reisenweaver made request to get cost estimates. The chief met with other local officials to discuss potential catastrophic failure of Chittenden Dam and its impacts. Goshen Dam has been emptied to repair valves. Time has been scheduled for training in the burn building at the Police Academy. Dennis Reisenweaver made motion to approve fire department report. **Motion passed 4-0.**
- 9) **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 8:42pm. Natalie Steen made motion to make offer to potential candidate for treasurer/ bookkeeper position. **Motion passed 4-0.**
- 10) **Public Comment** - None
- 11) **New Business**
 - a) **Budget** – Tabled until meeting on Oct 21, 2021 at 6:30pm
 - b) **Website** – Motion by Natalie Steen to approve proposal for establishing website with a condition that both parties execute the contract. **Motion passed 4-0**
 - c) **Personnel Policy** - Dennis Reisenweaver made motion to approve the updated draft version of the Personnel policy. **Motion passed 4-0.**
- 12) **Adjournment** - **Motion** by Jon Wyman to adjourn at 9:29 pm. **The motion passed 4-0.**

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