

2022

ANNUAL REPORT

of the

BOARD OF OFFICERS

of

BRANDON FIRE DISTRICT NO. 1

BRANDON, VERMONT

Annual Meeting
January 9, 2023
6:00 pm

WARNING

The legal voters of the Brandon Fire District No. 1 are hereby notified and warned to meet at the Brandon Fire Department at 61 Franklin Street in Brandon, Vermont on Monday, January 9th 2023 at 6:00 p.m. to act on the following business:

- I. To elect a moderator and other officers of the district as required by law for the ensuing year?
- II. To fix the compensation to be paid the district officers for the ensuing year?
- III. Shall the voters approve total general fund expenditures for fiscal year 2023-2024 of \$968,161.00, of which \$329,250.00 shall be raised by taxes and \$638,911 by non-tax revenues?
- IV. Shall the voters authorize the Prudential Committee to spend unbudgeted, unanticipated income received by the Fire District so long as the expenditure of such funds shall not create a deficit?
- V. Shall the voters amend Article V, Section 1(c) of the Fire District by-laws?

CURRENTLY STATES:

1. **Number, Election and Term of Office**
c). No more than two (2) members of the Prudential Committee may be members of the Brandon Fire Department. Officers of the Fire Department may not hold membership on the Prudential Committee.
2. **PROPOSED AMENDMENT:**
2. **Number, Election and Term of Office**
c) No employee/member of the Fire District may hold membership on the Prudential Committee.

- VI. Shall the voters establish a reserve fund to be called the Brandon Fire Department Reserve Fund to be used to fund capital expenditures such as vehicle replacement, facility modifications and upgrades, in accordance with 24 V.S.A § 2804?
- VII. Shall the Brandon Fire District No. 1 use funding mechanisms such as surplus funds from the general fund and general funds designated for these specific purposes to fund the Brandon Fire Department Reserve Fund?
- VIII. Shall the voters establish a reserve fund to be called the Brandon Water Department Reserve Fund to be used to fund capital expenditures such as vehicle replacement, facility modifications and upgrades, in accordance with 24 V.S.A § 2804?
- IX. Shall the Brandon Fire District No. 1 use funding mechanisms such as surplus funds from the general fund and general funds designated for these specific purposes to fund the Brandon Water Department Reserve Fund?
- X. Shall the voters establish a reserve fund to be called the Brandon Fire District No. 1 Emergency Reserve Fund to be used to fund unanticipated

expenditures and revenue shortfalls such as but not limited to natural disasters and economic downturns during the fiscal year, in accordance with 24 V.S.A. § 2804?

- XI. Shall the Brandon Fire District No. 1 use funding mechanisms such as surplus funds from the general fund and general funds designated for these specific purposes to fund the Brandon Fire District No. 1 Emergency Reserve Fund?**
- XII. Shall the voters authorize the Prudential Committee to borrow money in anticipation of water rents, if necessary?**
- XIII. To do any other business that is proper to be done when met.**

**Dated at Brandon, Vermont
this 11th day of November 2022**

**Kristy L Pinkham, Clerk
Brandon Fire District No. 1**

REPORT OF THE PRUDENTIAL COMMITTEE

The Brandon Fire District No 1 Prudential Committee would like to send out a heartfelt "THANK YOU" to the residents of Brandon and Forest Dale

It has been another busy year for the committee and department heads from developing and approving policies, creating a new website (<https://www.brandondistrict.org>), planning of new fire truck purchase, addressing water system deficiencies as well as starting the process of consolidation of water systems with Brandon FD No 2.

With expected improvement projects in the future and the challenges of keeping up with on-going infrastructure and maintenance needs, we look forward to continued input, feedback and support from everyone that is served through the Fire District.

BFD #1 Prudential Committee

Bill Moore, Chair

Natalie Steen, Vice Chair

Michael Markowski, Secretary

Jon Wyman

Dennis Reisenweaver

MINUTES OF THE ANNUAL MEETING

Brandon Fire District No.1 JANUARY 10, 2022

The Annual Meeting of the Brandon Fire District No.1 was held at the Brandon Fire Station at 61 Franklin St., Brandon, VT on Monday, January 10th, 2022, at 6:00 PM with 18 members present.

The meeting began with the Pledge of Allegiance led by Fire Chief Thomas Kilpeck.

Article I. The following officers were unanimously elected for the ensuing year:

Moderator -	Bernie Carr
Clerk & Treasurer -	Kristy L Pinkham
Prudential Board (3 year) -	Natalie Steen (term to expire - 2025)

Article II. Dennis Reisenweaver moved to adopt with second by Michael Markowski the following salaries for the District Officers:

- \$800.00 – For Each Prudential Board Member
- \$100.00 – For The Treasurer
- \$25.00 – For Each Auditor
- \$10.00 – For The Moderator For Each Meeting
- \$10.00 – For The Clerk For Each Meeting

Motion passed unanimously

Article III. Seth Clifford moved to adopt the proposed budget (second by Roland Euber) with total general fund expenditures of \$950,909.00, of which \$324,050.00 shall be raised by taxes and \$626,859.00 by non-tax revenues. Motion passed unanimously.

Article IV. Seth Clifford made motion to adopt the article, second by Natale Steen. Motion passed unanimously.

Article V. Seth Clifford made motion to adopt the article, second by Dennis Reisenweaver. Motion passed unanimously

Article VI. Michael Markowski made motion to adopt the article, Natale Steen second. Motion passed unanimously.

Article VII. Natalie Steen made motion to adopt the article, second by Dennis Reisenweaver. Motion passed unanimously.

Article VIII. Michael Markowski read dedication article for Seth Clifford thanking him for his decades of service to the Town and Fire District. Thomas Kilpeck made motion to adjourn, second by Michael Markowski. Meeting was adjourned at 6:10 pm

Respectfully submitted,

**Seth R. Clifford, Clerk
Brandon Fire District No. 1**

WATER DEPARTMENT REVENUE

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2024 PROPOSED
WATER RENTS	\$419,316.45	\$540,336.00	\$586,090.44	\$569,359.00	\$583,911.00
WATER RENT LATE CHARGES	\$8,887.20	\$10,000.00	\$9,609.53	\$8,000.00	\$8,000.00
INTEREST	\$30.13		\$63.79		
MISCELLANEOUS REVENUE			\$1,247.50		
TOTAL REVENUE - WATER	\$428,233.78	\$550,336.00	\$597,011.26	\$577,359.00	\$591,911.00
	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2024 PROPOSED
ADMINISTRATION - WATER DEPT					
OFFICERS SALARIES	\$1,245.60	\$3,000.00	\$2,175.60	\$3,000.00	\$3,030.00
ADMIN STAFF SALARY				\$9,500.00	\$9,690.00
COLLECTOR SALARY				\$500.00	\$500.00
FICA/MEDICARE EXPENSE	\$95.30	\$231.00	\$166.43	\$1,100.00	\$1,111.00
LEGAL FEES		\$1,000.00	\$58.80	\$59.39	\$1,010.00
PROFESSIONAL AUDIT		\$3,000.00	\$1,831.80	\$3,000.00	\$3,030.00
INSURANCE	\$1,764.60	\$3,200.00	\$873.00	\$3,200.00	\$3,232.00
ANNUAL REPORT	\$3,082.92	\$1,200.00	\$1,172.85	\$1,300.00	\$1,313.00
TOTAL ADMINISTRATION - WD	\$6,188.42	\$11,631.00	\$6,278.48	\$21,659.39	\$22,916.00

WATER DEPARTMENT EXPENSES

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2024 PROPOSED
WATER DEPARTMENT					
OPERATORS SALARIES	\$42,138.42	\$105,000.00	\$96,460.00	\$107,100.00	\$110,000.00
COLLECTOR SALARY	\$3,804.03	\$5,000.00	\$16,414.54	\$0.00	\$0.00
HEALTH INSURANCE	\$16,963.66	\$25,000.00	\$21,196.48	\$28,000.00	\$28,840.00
FICA/MEDICARE EXPENSE	\$3,514.63	\$7,000.00	\$8,634.96	\$8,000.00	\$8,160.00
VMERS - RETIREMENT	\$4,211.72	\$7,000.00	\$16,761.16	\$10,000.00	\$15,000.00
TRAINING	\$73.00	\$500.00	\$195.00	\$750.00	\$750.00
WORKERS COMPENSATION	\$3,449.40	\$6,000.00	\$3,536.00	\$6,000.00	\$6,060.00
ENGINEERING	\$672.50	\$5,000.00	\$2,111.00	\$5,000.00	\$5,000.00
WATER TESTING	\$1,915.00	\$2,200.00	\$3,690.00	\$2,300.00	\$2,700.00
SUPPORT AGREEMENTS	\$1,462.83	\$1,000.00	\$1,656.64	\$0.00	\$0.00
WATER/SEWER SERVICES	\$216.69	\$500.00	\$363.84	\$400.00	\$404.00
LAWN CARE	\$1,627.00	\$3,000.00	\$2,320.00	\$3,000.00	\$3,000.00
WELL MAINTENANCE	\$2,641.88	\$5,000.00	\$5,608.77	\$5,000.00	\$5,000.00
METERING	\$5,922.03	\$8,000.00	\$7,633.92	\$8,000.00	\$10,000.00
VEHICLE MAINTENANCE	\$788.88	\$1,000.00	\$604.86	\$1,000.00	\$1,000.00
BUILDING MAINTENANCE	\$2,022.00	\$500.00	\$1,160.78	\$500.00	\$2,000.00
EQUIPMENT RENTAL	\$0.00	\$500.00	\$185.00	\$500.00	\$500.00
INFRASTRUCTURE REPAIR	\$29,505.14	\$25,000.00	\$18,986.48	\$25,000.00	\$30,000.00
ROUTE 7 PROJECT	\$0.00		\$0.00	\$0.00	\$0.00
VERMONT STATE ASSESSMENT	\$4,380.08	\$7,000.00	\$5,531.10	\$7,000.00	\$7,070.00
INSURANCE	\$5,786.00	\$8,000.00	\$5,508.00	\$8,000.00	\$8,080.00
TELEPHONE/INTERNET	\$2,602.22	\$3,200.00	\$3,326.03	\$3,300.00	\$3,333.00
POSTAGE	\$0.00	\$1,000.00	\$273.07	\$505.00	\$510.05
PROFESSIONAL DUES	\$1,119.00	\$1,500.00	\$1,183.00	\$1,500.00	\$1,515.00
OFFICE SUPPLIES	\$350.33	\$1,500.00	\$343.31	\$1,515.00	\$1,530.15
GENERAL SUPPLIES	\$134.95	\$500.00	\$324.27	\$500.00	\$505.00
TOOLS/EQUIPMENT	\$1,424.87	\$5,000.00	\$2,728.36	\$4,000.00	\$4,040.00
ELECTRICITY	\$32,035.64	\$42,000.00	\$41,060.19	\$42,840.00	\$43,696.80
PROPANE	\$4,040.78	\$5,000.00	\$4,039.99	\$6,000.00	\$6,060.00
GAS AND OIL	\$1,712.08	\$2,500.00	\$2,577.83	\$2,600.00	\$2,800.00
ROAD MATERIALS/PAVING	\$4,375.89	\$4,000.00	\$501.46	\$5,000.00	\$5,000.00
INFORMATION TECHNOLOGY	\$0.00	\$5,000.00	\$5,661.31	\$10,000.00	\$12,000.00
VEHICLE REPLACEMENT	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
EQUIPMENT REPLACEMENT FUND				\$5,000.00	\$10,000.00
CAPITAL REPLACEMENT FUND				\$5,000.00	\$5,000.00
BUILDING REPAIR FUND					\$5,000.00
2007 BOND - DISTRIBUTION (30 YR)	\$128,754.63	\$133,848.00	\$123,869.82	\$129,982.00	\$125,165.00
2016 BOND - DISTRIBUTION (40 YR)	\$37,693.00	\$75,386.00	\$75,386.00	\$75,386.00	\$75,386.00
2020 BOND - PARK STREET		\$31,071.00	\$31,070.73	\$31,071.00	\$18,890.00
TOTAL - WATER DEPARTMENT	\$350,338.28	\$538,705.00	\$515,903.90	\$554,749.00	\$568,995.00
TOTAL ADMINISTRATION - WD	\$6,188.42	\$11,631.00	\$6,278.48	\$21,659.39	\$22,916.00
GRAND TOTAL EXPENSES - WATER DEP	\$356,526.70	\$550,336.00	\$522,182.38	\$576,408.39	\$591,911.00

FIRE DEPARTMENT REVENUE

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2024 PROPOSED
DISTRICT FIRE TAX	\$215,175.00	\$296,550.00	\$296,550.00	\$324,550.00	\$329,250.00
OUTSIDE FIRES	\$24,860.00	\$44,000.00	\$47,217.50	\$44,000.00	\$46,000.00
MISCELLANEOUS REVENUE	\$100.00	\$5,000.00	\$800.00	\$5,000.00	\$1,000.00
TOTAL REVENUE - FIRE	\$240,135.00	\$345,550.00	\$344,567.50	\$373,550.00	\$376,250.00
 ADMINISTRATION - FIRE DEPT					
OFFICERS SALARIES	\$830.40	\$1,600.00	\$1,450.40	\$1,600.00	\$1,600.00
ADMIN STAFF SALARY				\$6,000.00	\$6,000.00
FICA/MEDICARE EXPENSE	\$63.51	\$50.00	\$110.96	\$50.00	\$150.00
LEGAL FEES	\$206.00	\$1,200.00	\$39.20	\$1,200.00	\$1,000.00
PROFESSIONAL AUDIT	\$0.00	\$2,000.00	\$1,221.20	\$2,000.00	\$2,000.00
INSURANCE	\$1,176.40	\$1,800.00	\$582.00	\$1,800.00	\$1,500.00
ANNUAL REPORT	\$2,055.27	\$700.00	\$781.89	\$700.00	\$800.00
TOTAL ADMINISTRATION - FD	\$4,331.58	\$7,350.00	\$4,185.65	\$13,350.00	\$13,050.00

FIRE DEPARTMENT EXPENSES

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET	2024 PROPOSED
FIRE CHIEF STIPEND	\$2,625.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
PAYROLL	\$32,823.60	\$45,000.00	\$55,347.08	\$47,000.00	\$60,000.00
FICA/MEDICARE EXPENSE	\$2,711.80	\$4,000.00	\$4,578.35	\$4,000.00	\$4,500.00
LOSAP				\$20,000.00	\$15,000.00
TRAINING	\$462.00	\$2,500.00	\$1,377.52	\$2,500.00	\$2,000.00
WORKERS COMPENSATION	\$3,561.60	\$6,000.00	\$2,587.00	\$6,000.00	\$4,000.00
SUPPORT AGREEMENTS			\$2,230.65	\$0.00	\$2,500.00
SCBA TEST AND REPAIR	\$2,045.00	\$4,500.00	\$20,504.96	\$4,500.00	\$4,500.00
FIRE HOSE TESTING	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$3,000.00
MEDICAL	\$6,345.00	\$6,000.00	\$3,975.00	\$6,000.00	\$5,000.00
METER TEST AND REPAIR	\$0.00	\$500.00	\$0.00	\$500.00	\$500.00
WATER/SEWER SERVICES	\$495.09	\$800.00	\$699.63	\$800.00	\$800.00
SNOW REMOVAL	\$1,802.50	\$3,000.00	\$2,610.00	\$3,000.00	\$3,000.00
CUSTODIAL SERVICES	\$307.50	\$1,000.00	\$1,002.50	\$1,000.00	\$1,000.00
LAWN CARE	\$490.00	\$1,000.00	\$630.00	\$1,000.00	\$1,000.00
VEHICLE MAINTENANCE	\$11,032.05	\$18,000.00	\$19,451.36	\$18,000.00	\$18,000.00
BUILDING MAINTENANCE	\$5,001.12	\$8,000.00	\$5,111.64	\$8,000.00	\$8,000.00
INSURANCE	\$12,184.00	\$14,000.00	\$8,527.00	\$14,000.00	\$12,000.00
TELEPHONE/INTERNET	\$2,196.27	\$3,000.00	\$3,258.03	\$3,000.00	\$3,500.00
DISPATCH	\$2,347.00	\$3,500.00	\$948.00	\$3,500.00	\$3,500.00
POSTAGE	\$54.09	\$100.00	\$120.00	\$100.00	\$100.00
COMMUNICATION	\$3,507.83	\$6,000.00	\$6,685.01	\$6,000.00	\$6,000.00
PROFESSIONAL DUES	\$918.00	\$1,200.00	\$816.00	\$1,200.00	\$1,200.00
PERSONAL PROTECTIVE EQUIPMENT	\$21,448.63	\$15,000.00	\$11,537.70	\$15,000.00	\$15,000.00
OFFICE SUPPLIES	\$1,063.95	\$1,500.00	\$537.75	\$1,500.00	\$1,500.00
GENERAL SUPPLIES	\$2,076.54	\$3,500.00	\$3,063.83	\$3,500.00	\$3,500.00
TOOLS/EQUIPMENT	\$12,016.46	\$26,000.00	\$9,531.31	\$26,000.00	\$20,000.00
ELECTRICITY	\$4,017.24	\$3,600.00	\$3,236.00	\$3,600.00	\$3,600.00
PROPANE	\$5,130.92	\$12,000.00	\$6,337.71	\$12,000.00	\$10,000.00
GAS AND OIL	\$1,352.96	\$2,000.00	\$3,244.78	\$2,000.00	\$3,000.00
TRUCK PAYMENT	\$14,998.51	\$0.00	\$0.00	\$0.00	\$0.00
INFORMATION TECHNOLOGY	\$3,365.22	\$2,000.00	\$9,001.76	\$2,000.00	\$5,000.00
VEHICLE REPLACEMENT FUND	\$46,000.00	\$105,000.00	\$105,000.00	\$105,000.00	\$105,000.00
BUILDING REPAIR FUND	\$10,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
FIRE STATION BOND					
CAPITAL FUND - EQUIPMENT	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
DUNMORE HOSE COMPANY	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
TOTAL - FIRE DEPARTMENT	\$227,879.88	\$338,200.00	\$329,450.57	\$360,200.00	\$363,200.00
TOTAL ADMINISTRATION - FD	\$4,331.58	\$7,350.00	\$4,185.65	\$13,350.00	\$13,050.00
GRAND TOTAL EXPENSES - FIRE DEPT	\$232,211.46	\$345,550.00	\$333,636.22	\$373,550.00	\$376,250.00

FIRE DISTRICT BUDGET

	<u>2021 ACTUAL</u>	<u>2022 BUDGET</u>	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2024 PROPOSED</u>
TOTAL REVENUE - WATER DEPT	\$428,233.78	\$550,336.00	\$597,011.26	\$577,359.00	\$591,911.00
TOTAL REVENUE - FIRE DEPT	\$240,135.00	\$345,550.00	\$344,567.50	\$373,550.00	\$376,250.00
TOTAL FIRE DISTRICT REVENUE	\$668,368.78	\$895,886.00	\$941,578.76	\$950,909.00	\$968,161.00
	<u>2021 ACTUAL</u>	<u>2022 BUDGET</u>	<u>2022 ACTUAL</u>	<u>2023 BUDGET</u>	<u>2024 PROPOSED</u>
TOTAL EXPENSES - WATER DEPT	\$356,526.70	\$550,336.00	\$522,182.38	\$576,408.39	\$591,911.00
TOTAL EXPENSES - FIRE DEPT	\$232,211.46	\$345,550.00	\$333,636.22	\$373,550.00	\$376,250.00
TOTAL FIRE DISTRICT EXPENSES	\$588,738.16	\$895,886.00	\$855,818.60	\$949,958.39	\$968,161.00

GENERAL FUND

OPERATING RESERVE

GENERAL FUND BALANCE AS OF 06/30/2022	\$391,368.27
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TANK FUND

CASH BALANCE - 07/01/2021	\$335,715.39
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REVENUE	
INTEREST	\$433.65
RENTAL INCOME	\$62,662.80
TOTAL REVENUE	\$63,096.45
BALANCE BEFORE EXPENSES	\$398,811.84

EXPENSES

TOTAL EXPENSES	\$0.00
CASH BALANCE - 06/30/2022	\$398,811.84

FERN LAKE FUND

CASH BALANCE - 07/01/2021 **\$627,976.71**

REVENUE

INTEREST	\$763.94
VEHICLE REPLACEMENT- FIRE DEPT	\$105,000.00
VEHICLE REPLACEMENT- WATER DEPT	\$5,000.00
CAPITAL REPLACEMENT - FIRE DEPT	\$15,000.00
BUILDING REPAIR FUND - FIRE DEPT	\$15,000.00
WATER ALLOCATION FEES	\$2,820.00
 TOTAL REVENUE	 \$143,583.94
 BALANCE BEFORE EXPENSES	 \$771,560.65

EXPENSES

	\$0.00
 TOTAL EXPENSES	 \$0.00
 CASH BALANCE - 06/30/22	 \$771,560.65

DUE ACCOUNT

	\$0.00
 TOTAL DUE ACCOUNT	 \$0.00

FUND BALANCES AS OF 06/30/2022

VEHICLE REPLACEMENT - FIRE DEPT	\$200,193.39
VEHICLE REPLACEMENT - WATER DEPT	\$53,083.75
WATER ALLOCATION FEES	\$6,473.99
BUILDING REPAIR - FIRE DEPT	\$37,927.00
CAPITAL REPLACEMENT - FIRE DEPT	\$81,012.79
 TOTAL ASSETS - FERN LAKE FUND	 \$771,560.65

2022 REPORT OF THE FIRE CHIEF

I am proud to report that the members of the Brandon Fire Department continue to be prepared and ready to respond to the emergency needs of the three towns that we cover, Brandon, Goshen, and Leicester. There are currently twenty-seven (27) members of the fire department, that put in a tremendous amount of time and effort to keep our equipment and themselves prepared to respond at a moment's notice.

Over the past year we have been working on plans of consolidating our fleet of apparatus to be more effective and efficient. This includes replacing our large utility truck with a smaller one. This new support vehicle provides us with four-wheel drive and trailer towing capabilities, so we can avoid the use of personal vehicles. The next is replacing two engines (pumper trucks) with one custom rescue pumper. This has been a long tedious process. My truck committee has spent many hours working on this project, and we are excited to announce that we finally have a truck on order.

I would like to acknowledge our working relationship with the Brandon Area Rescue Squad and the Brandon Police Department, along with our mutual aid departments from Pittsford, Salisbury, and Whiting. I also want to thank the Prudential Board, the district treasurer, and the Water Superintendent for their guidance and assistance, without which my duty as Fire Chief would be far more difficult than it is.

For FY22 (July 1, 2021 – June 30, 2022), the Brandon Fire Department responded to 172 calls for assistance.

Motor Vehicle accidents	37
Structure Fires	5
Chimney Fires	1
Other building related emergencies	22
Alarm Activations	37
Rescues of Person or Animal	6
Assistance to EMS	31
Outdoor fires & other calls	17
Other Good intent & cancellations	15
Mutual Aid to another department	1

Not everyone is capable going into a dangerous situation to aid others, it takes a whole team. From the firefighters entering a burning building, to the operators of the apparatus pumping them water, the support staff working on the outside, and the officers making the plan and decisions, it is a team effort for every different call. The Brandon Fire Department is looking for new members willing to join this team. Please stop by the fire station to discuss becoming a member. We are normally here on the second and third Wednesdays of each month from 7:00 p.m. to 9:00 p.m. You also can contact me via email at chief@dunmorehose.org or by leaving a message on the non-emergency line 802-247-3400.

The largest THANK YOU goes to our firefighters, who respond at any hour of the day or night, to aid those in need in our community.

Respectfully submitted
Thomas Kilpeck,
Brandon Fire Chief

REPORT OF THE WATER SUPERINTENDENT

Planning

The Fire District has continued with its engineering study which will address any outstanding compliance issues, tank replacement and distribution system upgrades. The final plan is expected to be completed in early 2023. We received a cybersecurity grant through EPA to help develop an action plan for the district. The plan should be completed by the end of 2022.

The water department is working on asset management plans, mapping and integration of GIS for future use by the district. The revised Lead and Copper Rule requires inventories of all pipes in the water system (including customer owned) to determine age, pipe type, size. Plans and schedules for replacement of any of these lines that are or were connected to lead services are required once the inventory is completed. This will also include requirement of the homeowners to replace its portion of the service line. Inventories and service line replacement plans are required by October 16, 2024.

The consolidation with Brandon Fire District No 2 (Forrestbrook) is underway with the use of ARPA funds allocated to the Fire District by the Town of Brandon which will provide a permanent connection from North Street. The low water pressure area on Basin Road is being addressed with installation of wells to the individual homes. That portion of the system will no longer be served water by the Fire District upon completion.

The Fire District was required by the America's Water Infrastructure Act of 2018 (AWIA) to develop or update risk assessments and emergency response plans. Risk Assessments were completed and final certification for the emergency response plan update were be completed by the deadline. Updates are now due every 3 years from date of certification.

Water Production

We produced about 117 million gallons of water from November 2021 through October 2022 compared to 110 million gallons in the previous year. The increase in water production is attributed to additional flushing operations and several leaks repaired during the year.

Source Protection

As part of our continuing source protection efforts, the Fire District will submit a petition to EPA for its aquifer and the Neshobe River Watershed to be designated a “sole source aquifer”. This federal designation provides for review of any federally funded project in the area and its potential impacts on the area.

The Water Department once again would like to thank the Prudential Committee, Chief Kilpeck, Fire Department members and all of its citizens for your support which allows us to continue to provide **“Quality on Tap, Our Commitment, Our Profession.”**

Respectfully Submitted,

Raymond Counter
Water Superintendent

OFFICERS OF THE DISTRICT

Moderator	Bernie Carr
Clerk	Kristy L Pinkham
Prudential Committee	
Term Expires 2023 (3 yr.)	Dennis Reisenweaver
Term Expires 2023 (2 yr.)	Bill Moore
Term Expires 2023 (2 yr.)	Jon Wyman
Term Expires 2024 (3 yr.)	Michael Markowski
Term Expires 2025 (3 yr.)	Natalie Steen
Treasurer	Kristy L Pinkham
Auditors	Vacant

WATER DEPARTMENT

Water Superintendent	Raymond Counter
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FIRE DEPARTMENT

Chief	Thomas Kilpeck
Assistant Chief	Roland Euber
Captain	Jesse Bilodeau
Captain	Jordan Martin
Lieutenant	Roger Bougor
Lieutenant	Cody Taylor

FIRE DEPARTMENT MEMBERS

As of December 1, 2022

Kenneth Backus	Scott Bertrand	Jake Bertrand
Steven Bilodeau	Peter Carlson	Jeff Cohen
Bradley Danforth	Adam Duby	Robert Fales
Harry E Hunt	Harry L Hunt	Kyle Hutchins
Brian Kilpeck	Courtney Lee	Jason Martin
Tracey Murray	Brent Scarborough	Peter Smith
Garrett Trask	Brent Young	

**Brandon Fire District No. 1
58 Franklin Street
Brandon, VT 05733**

**BULK RATE
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PAID
PERMIT NO. 9
BRANDON, VT**