

BRANDON FIRE DISTRICT NO 1
Prudential Committee Meeting – August 3, 2023 – 6:30 PM

Present: Natalie Steen, Dennis Reisenweaver, Jon Wyman, Michael Markowski

Also in Attendance: Raymond Counter, Tom Kilpeck, Kristy Pinkham, Bradley Danforth, Steve Bilodeau, Harry Hunt, Cathy Bilodeau, Erin Kilpeck, Pete Smith, Ron Euber, Brian Kilpeck

1) Call to Order

Jon Wyman called a meeting to order at 6:32 pm.

a) Agenda Adoption – Michael Markowski made motion to adopt agenda. **Motion passed 4-0**

2) New Business

a) **Fire Department Pay Scale** – Chief Kilpeck presented a tiered system option for pay to the firefighters. He spoke about how pay would be structured for the different positions. Jon Wyman made motion to table the item until the next meeting as Dave Snow is not in attendance and has some thoughts that he would like to share. **Motion passed 4-0**

b) **Public Communication/Level of Service** – Raymond Counter asked the board to think of the level of service that we want to try to provide to our customers. He spoke about the difficulty at times in dealing with situations because of misinformation or lack of proper communication. Jon Wyman suggested putting the minutes from our meetings in the Reporter or perhaps an article in the paper promoting the Fire District and what we do.

c) **Customer Requests** – Raymond Counter provided the board a copy of an email from Rick Morris asking to have 3 meters installed in his rental properties. We explained in our response that we only install one meter per connection. The water department received a copy of a bill from Courtney DeBisschop from 74 Steinberg Road asking for the Fire District to pay the plumbing bill as a result of a service line leak. Raymond Counter explained to the board that the line was plugged from silt getting in the line which sometimes occurs. In those situations, access to the plumbing inside is made and the obstruction removed. In this situation, a water heater was placed directly in front of the water meter, pressure reducing valve and piping which is in a closet. The plumbers came the next day and moved the piping but did not remove the obstruction. We returned with Miner Construction and took apart the inside piping and cleared the line. Natalie Steen made a motion to not pay the bill due to lack of access to correct the issue. **Motion passed 4-0**

d) Chief Kilpeck asked to read a letter from the fire department concerning the LOSAP program (attached) which they would like to respectfully decline as they feel it should be beneficial to all members. Michael Markowski made a motion to accept the letter with good intention from the fire department membership and abolish the LOSAP program. **Motion passed 4-0**

3) Fiscal

a) **Warrant – Fire Department** – Motion by Natalie Steen to approve the general fund warrant for the fire department in the amount of \$17,650.93 which includes removing the \$10,000.00 check for LOSAP. **The motion passed 4-0.**

b) **Warrant – Water Department** – Motion by Natalie Steen to approve the general fund warrant for the water department in the amount of \$5,771.27. **The motion passed 4-0.**

c) **Warrant – Water Department Reserve (engineering)**– Motion by Natalie Steen to approve the reserve fund warrant for the water department in the amount of \$36,620.88. Dennis Reisenweaver asked about a bill to BHOP for pizza. He stated he would like to see a credit on the next bill for Otter Creek. **The motion passed 4-0.**

d) **Warrant – Water Department Reserve (Basin Road)**– Motion by Natalie Steen to approve the reserve fund warrant for the water department in the amount of \$4,012.34. **The motion passed 4-0.**

e) **Warrant – Payroll (WD)** – Motion by Dennis Reisenweaver to approve the payroll warrant of \$7,064.30. **The motion passed 4-0.**

f) **Warrant – Payroll (FD)** – Motion by Natalie Steen to approve the payroll warrant of \$44,213.31. **The motion passed 4-0.**

g) **Warrant – Payroll (Admin)** – Motion by Natalie Steen to approve the payroll warrant of \$4,155.75. **The motion passed 4-0.**

4) **Minutes** – Natalie Steen made motion to accept the minutes of the Prudential Committee meeting held on July 6, 2023. **Motion passed 4-0.**

5) **Treasurer Report** – Kristy Pinkham reported that she has closed the FY and the budget status reports and balance sheets will be emailed. Michael Markowski made a motion to accept the treasurer's report. **Motion passed 4-0.**

6) Water Department Report

Michael Markowski made a motion to accept the water department report as printed. **Motion passed 4-0.**

7) Fire Department Report

Michael Markowski made a motion to accept the fire department report as printed. Chief Kilpeck mentioned that he has received 2 bids for paving. Michael Markowski stated he would like us to wait for a third bid before awarding. **Motion passed 4-0.**

8) **Public Comment** – Ron Euber asked about how much money was budgeted for the LOSAP program and why all the money wasn't used. Dennis Reisenweaver explained that it was up to the board to decide how much to invest in the program and were estimating the number of people that would meet the criteria set earlier.

9) **Old Business-**

- a) **Water System Planning (Next Steps)** – Raymond Counter commented that Otter Creek Engineering is completing a more thorough review of the southern options in Town for future tank replacement. We hope to start scheduling site visits with landowners to stay on schedule for application to USDA-RD in November.
- b) **Basin Road** – Jon Wyman reported that all homes are connected to their own private wells, and we hope for final project completion in September.
- c) **Water Rate Review** - Raymond Counter suggested waiting until the budget is finalized to set a new rate for water users and suggested using 2% as a target for increases.
- d) **Goshen Contract** – Chief Kilpeck stated that the Town of Goshen has not responded yet.
- e) **LOSAP** – None
- f) **Fire Department Rules and Regulations** - Michael Markowski made a motion to table until next meeting. **Motion passed 4-0**

10) **Executive Session** – None

11) **Adjournment** - Motion by Dennis Reisenweaver to adjourn at 8:31 pm. **The motion passed 4-0.**

The next regularly scheduled meeting for the Prudential Committee will be held on Thursday, September 7th at 6:30 pm in the Fire Department conference room at 61 Franklin Street.

Raymond Counter
Clerk for the Board



BRANDON FIRE DEPARTMENT

61 Franklin St Brandon, VT 05733



To: Prudential Committee of Brandon Fire District No. 1

From: Members of the Brandon Fire Department

Subject: Service Award Program

Date: 7/26/23

Prudential Committee,

The members of the Brandon Fire Department would like to respectfully decline our participation in the Service Award Program.

We feel the current program is not proportionally beneficial to all members. We also have concerns that this program as currently implemented does not benefit the Department as a whole. We would certainly be willing to re-evaluate our participation when the program is changed and structured in a manner that is fair and equitable to all members.

Respectfully submitted,

	Thomas Kilgock		Harry L Hunt
	Jordan Martin		Steve Bilodeau
	Brian Kilgock		Garrett Truck
	Bradley Danforth		Kyle F Hutchins
	Liam Duby		Brett Smith
	Brent Young		
	Ken Backus		
	Co-Train		
	Jesse Stodew		
	Jacob Bertrand		
	Jennifer S. Cannon		
	Scott Bertrand		