

**BRANDON FIRE DISTRICT NO 1**  
**Prudential Committee Meeting – May 9, 2024 – 6:30 PM**

**Present:** Natalie Steen, Dennis Reisenweaver, Jon Wyman, Cathy Bilodeau,

**Also in Attendance:** Raymond Counter, Tom Kilpeck, Erin Kilpeck, Kristy Pinkham, Bradley Danforth

1) **Call to Order**

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

- a) **Agenda Adoption** – Natalie Steen/Dennis Reisenweaver made motion to adopt agenda. Dennis Reisenweaver made a motion to move policy review as item “b” and add physical forms as item “c” under old business.

**Motion passed 4-0.**

2) **New Business**

- a) **None**

3) **Fiscal**

- a) **Warrant – Fire Department** – Motion by Natalie Steen/Cathy Bilodeau to approve the general fund warrant for the fire department in the amount of \$11,345.43. **Motion passed 4-0.**

- b) **Warrant – Water Department** – Motion by Natalie Steen/Cathy Bilodeau to approve the general fund warrant for the water department in the amount of \$16,010.56. **Motion passed 4-0.**

- c) **Warrant – Water Department Reserve** – Motion by Natalie Steen/Cathy Bilodeau to approve the general fund warrant for the water department in the amount of \$49,097.86. **Motion passed 4-0.**

- d) **Warrant – Payroll** – Motion by Natalie Steen/Cathy Bilodeau to approve the general fund warrant for payroll in the amount of \$11,375.31. **Motion passed 4-0.**

- 4) **Approval of Minutes** – Motion by Dennis Reisenweaver/Natalie Steen to approve the minutes of April 4, 2024. **Motion passed 4-0.**

- 5) **Treasurer Report** – Kristy Pinkham presented the budget status reports. Natalie Steen/Cathy Bilodeau made a motion to accept the treasurer’s report. **Motion passed 4-0.**

6) **Water Department Report**

Raymond Counter mentioned that the merger of BFD1-BFD2 should be completed by the end of the legislative session. Natalie Steen/Dennis Reisenweaver made a motion to accept the water department report as printed. **Motion passed 4-0.**

7) **Fire Department Report**

Chief Kilpeck inquired about paying the back portion of the fire station. He mentioned that there is money in the budget for this and would like to request to proceed getting prices. Dennis Reisenweaver asked the chief to develop a RFP for this. Chief Kilpeck also talked about Vector Solutions – a training software that has classes for both the fire and water industry. Dennis Reisenweaver made a motion to have Chief Kilpeck make a presentation on Vector solutions on the management of it. Cathy Bilodeau/Dennis Reisenweaver made a motion to accept the fire department report as printed.

**Motion passed 4-0.**

- 8) **Public Comment** – None

9) **Old Business**

- a) **Water System Planning** – Raymond Counter reported that the attorneys are working on a draft purchase and sales agreement and recommends waiting until the annual meeting for voter approval on any land purchase as a cost saving measure and to allow more time for preliminary work to be studied.

- b) **Policy review** – Natalie Steen/Cathy Bilodeau make motion to table records review for May regular meeting.

- c) **Physical form** – Chief Kilpeck talked about change of services for physicals and discussed NFPA and other requirements. Dennis Reisenweaver asked for the chief to check with Porter medical center to see what services they can offer. Jon Wyman suggested asking other departments what they offer or require for medical tests. Dennis Reisenweaver stated that the board previously asked for a MOU between the fire department and rescue and would like to see this done.

- 10) **Executive Session** – None

- 11) **Adjournment** - Motion by Dennis Reisenweaver/Natalie Steen to adjourn at 7:41 pm. **Motion passed 4-0.**

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

Raymond Counter  
Clerk for the Board