

# **BRANDON FIRE DISTRICT NO 1**

## **Prudential Committee Meeting – October 10, 2024 – 6:30 PM**

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

**Also in Attendance:** Ray Counter, Tom Kilpeck, Bradley Danforth, Kristy Pinkham, Stuart Hall, Stephanie Jerome

1) Call to Order  
Jon Wyman called a meeting to order at 6:38 pm.

Agenda Adoption – Dennis Reisenweaver/Natalie Steen made motion to adopt agenda with the addition of Goshen Contract as item e) under new business. **Motion passed 4-0.**

**Old Business – A) Engineering/Tank Replacement** – Ray met with Rural Water and Otter Creek Engineering to discuss project requirements and next steps. Ray will send the agreement to the homeowner. **B) Water Delinquents** – A group discussion about sending notices for those delinquents by \$500 and greater. Ray mentioned NEMRC could provide a list and letter. **C) Record Retention Policy** – Dennis provided a draft for the board to review.

**Warrant** – Fire Department – Motion by Cathy/Natalie to approve the general fund warrant for the fire department of \$5,331.65. **Motion passed 4-0.**

**Warrant** – Water Department – Motion by Dennis/Cathy to approve the general fund warrant for the water department of \$129,395.64. **Motion passed 4-0.**

**Warrant** – Water Department Reserve – Motion by Natalie/Dennis to approve the water department reserve fund warrant of \$2,500.00. **Motion passed 4-0.**

**Warrant**–Payroll – Motion by Cathy/Natalie to approve the general fund warrant for payroll of \$7,619.54. **Motion passed 4-0.**

**Approval of Minutes** – Motion by Dennis Reisenweaver/Cathy Bilodeau to approve the minutes of September 5, 2024. **Motion passed 4-0.**

**Treasurer Report** – Kristy Pinkham presented current budget status report. Dennis/Cathy made a motion to accept the treasurer’s report. **Motion passed 4-0.**

**Water Department Report** – Dennis/Cathy made a motion to accept the water department report as printed. **Motion passed 4-0.**

**Fire Department Report** - Natalie/Cathy made a motion to accept the fire department report as printed. **Motion passed 4-0.**

**Public Comment** – Stephanie Jerome mentioned the political signs on what appeared to be the property of the BFD1. Jon Wyman made clear that the Fire District remains neutral and will not advertise for either party and the front lawn in discussion was not the property of the Fire District.

### **New Business -**

- a) Forrestbrook asset reimbursement – Stuart Hall, former chair for the BFD2, requested each of the 58 accounts receive a \$200 credit adjustment. In total, a \$11,600 credit spread equally across 58 accounts. Natalie will check with our lawyer and get back to Stuart in the next meeting.
- b) Water bill adjustment request – 2028 Town Farm Rd. Ray Counter provided proof of handling this previously. The Fire District had previously credited the account at 2028 Town Farm Rd and should not adjust the account again for the same matter.
- c) Code of Ethics Policy Review/Discussion –
- d) Discuss proposed budgets – FY25-26 – Motion by Cathy/Dennis to accept the water department budget as proposed. Motion passed unanimously. After minor adjustments, motion by Cathy/Natalie to approve the fire department budget. **Motion passed 3-1** (Dennis opposed).
- e) Goshen Contract – Chief Kilpeck to meet with the town of Goshen to review the contract again.

**Executive Session** – Motion by Dennis to enter executive session at 8:48pm. Motion to come back from executive session at 9:31pm.

**Adjournment** - Motion by Dennis Reisenweaver/Cathy Bilodeau to adjourn at 9:33 pm. **Motion passed 4-0.**

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

Raymond Counter  
Clerk for the Board-