

BRANDON FIRE DISTRICT NO 1

Prudential Committee Meeting – April 3, 2025, 6:30 PM

Present: Natalie Steen, Dennis Reisenweaver, Cathy Bilodeau, Amber Lee, Jon Wyman

Also in Attendance: Tom Kilpeck, Kristy Pinkham, Ray Counter, Steven Jupiter, Jeff Cohen, Ron Euber, Jan Coolidge, and Brian Kilpeck.

1. **Call to Order** - Jon Wyman called a meeting to order at 6:29 pm.
 - a) **Agenda Adoption** – Amber Lee/Natalie Steen made a motion to adopt the agenda. Dennis Reisenweaver requested the addition of delinquent payments as item e and Officer selection as item f. **The motion passed 5-0.**
2. **Old Business**
 - a) **BFD1/BFD2** – There was discussion again on reimbursement or credit from the cash reserves transferred from BFD2 to BFD1 of \$19,471.55. Interpretation of the interlocal agreement between the residents and the board differed from the board, specifically BFD1, which requested a \$300 connection fee for each existing home. Dennis Reisenweaver made a motion to reimburse an amount of \$35.70 to the existing 58 connections of the former BFD2, with payment to be made by credit on an upcoming water bill. **The motion passed 4-0 (Wyman abstained)**
 - b) **Storage Tank** – Ray Counter reported that the engineers have reached out to the state for final or conditional approval of our Step 1 engineering agreement.
 - c) **MERP Grant** – Ray Counter stated that Jeremy Gildrien of RRPC would like to meet with a board representative and the fire chief to discuss the MERP grant and options for RFP and bidding. Dennis Reisenweaver volunteered to meet with the group.
 - d) **Fire Truck** - Chief Kilpeck reported that delivery of the truck has been made, and they are currently working on training and the layout of tools and equipment. Dennis Reisenweaver had questions on some pricing, additional items, and requested a copy of the change order for the truck.
 - e) **Delinquent Payments** - Dennis Reisenweaver asked about the status of delinquent accounts. Ray Counter reported that he is working with the Town, which is currently in the tax sale process, on some of the properties that have delinquent water to ensure that any collection process is done legally. The disconnect notice will be updated with the recent changes in law to prepare for mailing.
 - f) **Officer Selections** - Dennis Reisenweaver asked if forms for the officer candidates had been received. Kristy Pinkham commented that she had received the packet with the nominations. Kristy and Dennis will organize the information on Tuesday to prepare for the board review.
3. **Fiscal**
 - a) **Warrant** – Fire Department – Motion by Dennis Reisenweaver/Amber Lee to approve the general fund warrant for the fire department of \$6,360.86. The motion **passed 5-0.**
 - b) **Warrant** – Water Department – Motion by Dennis Reisenweaver/Amber Lee to approve the general fund warrant for the water department of \$33,632.47. The motion **passed 5-0.**
 - c) **Warrant**–Payroll – Motion was made by Dennis Reisenweaver/Amber Lee to approve the general fund warrant for payroll of \$7,912.41. The motion **passed 5-0.**
4. **Approval of Minutes** – Motion by AmberLee/Natalie Steen to approve the minutes of March 13th, 2025. **The motion passed 5-0.**
5. **Treasurer Report** – Kristy Pinkham presented the current fund balances in a one-page summary report.
6. **Water Department Report** – as printed.
7. **Fire Department Report** – as printed.
8. **New Business** – Chief Kilpeck reported that the ISO survey will be conducted in May. The last survey was completed in 2014.
9. **Public Comment** – Jeff Cohen asked if the Fire District was sending letters to residents about the decision. The board requested Ray Counter to write a letter explaining the decision, with the letter signed by the board chair. Jan Coolidge thanked the board for discussing the BFD 2 issue and making a decision.
10. **Executive Session** –
11. **Adjournment** - Motion by Dennis Reisenweaver/Amber Lee to adjourn at 7:34 pm. **The motion passed 5-0.**

The next meeting scheduled for the Prudential Committee will be held on Thursday, May 8th, at 6:30 pm in the Fire Department conference room at 61 Franklin Street.

Raymond Counter
Clerk for the Board