

**BRANDON FIRE DISTRICT NO 1**  
**Prudential Committee Meeting – May 14, 2026 – 6:30 PM**

**Present:** Jon Wyman, Natalie Steen, Amber Lovely-Lee, Cathy Bilodeau, Doug Bailey

**Also in Attendance:** Raymond Counter, Tom Kilpeck, Kristy Pinkham, Catarina Harding, Dennis Reisenweaver, Jordan Martin (via Zoom)

1) **Call to Order**

Jon Wyman called a meeting to order at 6:31 pm.

- a) Agenda Adoption – Amber/Cathy made a motion to adopt the agenda. **Motion passed 5-0**

2) **Old Business**

- a) **MERP** - Project Updates – Raymond Counter mentioned that the new entrance and doors, and a few punch list items, remain at the office to be completed. Tom stated that we met with RRPC and BGS to discuss the project status and to review the ventilation system for the fire station. BGS officials were satisfied that the work met the grant requirements and will submit a contract amendment for signature. Tom will work with Maggie at RPC to develop an RFP for the project and then proceed with solar once we have the final figures on the ventilation. Tom has spoken with GMP about any requirements, and they will update the transformer at no cost.
- b) **Brandon South Tank Project** - Ray reported that DWGPD is reviewing our engineering services agreement. Jon Wyman mentioned that there is a lot with a well and constant running water that might be utilized by the Fire District. Ray will discuss with the engineer.

3) **Fiscal**

- a) **Warrant – Fire Department** – Motion by Amber/Cathy to approve the general fund warrant for the fire department of \$27,333.14. **Motion passed 5-0.**
- b) **Warrant – Water Department** – Motion by Amber/Cathy to approve the general fund warrant for the water department of \$18,052.19. **Motion passed 5-0.**
- c) **Warrant – Payroll** – Motion by Amber/Cathy to approve the payroll warrant of \$8,087.36. **Motion passed 5-0.**
- d) **Warrant – Payroll** – Motion by Amber/Cathy to approve the fire department reserve fund warrant of \$70,070.00. **Motion passed 5-0.** Dennis Reisenweaver questioned why the purchase was not from the general fund. Tom mentioned that the use of the fund is appropriate, as intended upon creation.
- e) **Warrant – Payroll** – Motion by Amber/Cathy to approve the water department reserve fund warrant of \$67,401.11. **Motion passed 5-0.** Dennis Reisenweaver asked what the purpose of the expenditure of funds was. Ray stated that the fund was being used for the MERP project.

- 4) **Approval of Minutes** – Motion by Amber/Cathy to approve the minutes of April 9, 2026, as amended to clarify the time and purpose of the special meeting and corrected to reflect. **Motion passed 5-0.**

5) **Water Department Report**

Provided online with the agenda. Ray added that he has been working with the Vermont Rural Water Association to gather information on the water system near Allan Leavitt's on Conant Square. The freezing issue is not easy to solve: while running water is often the easiest remedy, it can create other issues with septic systems and sewer lines. Natalie asked Ray to reach out to Mr. Leavitt to apprise him of the work that has been and is being done.

6) **Fire Department Report**

Provided online with the agenda. Tom mentioned that several members are attending a pumping apparatus operator course in West Rutland.

7) **New Business -**

- a) **Warning – Special Meeting** – Ray mentioned that we are unable to schedule the special meeting before the regular meeting because of the 30-40 day posting requirements.

8) **Public Comment – None**

- 9) **Adjournment** - Motion by Amber/Cathy to adjourn at 7:07 pm. **Motion passed 5-0.**

The next regularly scheduled meeting for the Prudential Committee will be held on Thursday, June 11<sup>th</sup>, at 6:30 pm in the Fire Department conference room at 61 Franklin Street.

Raymond Counter  
Clerk for the Board