

Part IV

Norwich Fire District

Norwich Fire District Officers

Elected Officials

Prudential Committee	Term Expires
Barbara Currier	2015
Jonathan Vincent	2016
B. Vince Watts	2017
Cheryl A. Lindberg, <i>Treasurer</i>	2015
Anne French, <i>Clerk</i>	2015
Priscilla Vincent, <i>Auditor</i>	2015
John C. Candon, <i>Moderator</i>	2015

Administration

Brion McMullan, *District Administrator*
Sam Eaton, *Operations Manager*
Bob Edmands, *Operator*
Jay Van Arman, *Assistant Operator*
Kimberly Edgar, *Administrative Assistant*

Office Hours

The office is located at 316 Main Street and is open limited hours Monday through Friday. To ensure that someone is in the office, please call 649-3474 in advance for an appointment. The office is not handicapped accessible; if you have special needs, please call and we will make suitable arrangements.

Norwich Fire District 2014 Annual Meeting Warning

The Annual Meeting of the Norwich Fire District will be held in Tracy Memorial Hall, Multi-Purpose Room on Monday, January 27th, 2014 at 7:30 p.m. to transact the following business:

Article 1. To approve the 2013 Annual Meeting Minutes.

Article 2. To hear and act upon the reports of the Officers of the District.

Article 3. To see if the Fire District will raise and appropriate the amount set forth in the budget proposed by the Prudential Committee for necessary expenses.

Article 4. To authorize the Treasurer to collect District taxes and assess statutory penalties and interest for delinquent taxes.

Article 5. To elect all Fire District officers as may be required by law.

Article 6. To transact any other business that may legally come before this meeting.

Dated at Norwich, Vermont this 20th day of December 2013.

*Prudential Committee of the Norwich Fire District
Jonathan Vincent, Chairman (649-2807), Barbara Currier, Bradley Vincent Watts*

Persons residing within the limits of the Fire District who are voters in Town Meeting shall be voters in the Fire District Meeting. Title 20 VSA, Pt 7, Ch. 171, ss 2484.

It is the policy of the Norwich Fire District to make public meetings accessible to all. If you have any special needs, please make them known to the Norwich Fire District at 649-3474 at least 24 hours before the meeting.

If the number of voters attending the Annual Meeting exceeds the capacity of the Tracy Hall Multi-Purpose Room the meeting will be moved to the Multi-purpose Room at Marion Cross School.

Anne French, Clerk

Prudential Committee Annual Report

As in the past, the Prudential Committee of the Norwich Fire District is proposing a budget that projects a small deficit for fiscal 2014. This is in keeping with past years, when we have tried to keep taxes and water costs as low as possible, consistent with maintaining a superior water system that meets or exceeds the state requirements.

The big event during 2013 was the fire about 3:00 a.m. on August 6, 2013 that burned up most of the pump house. An unknown arsonist placed flammable substances and ignited them in the roof, causing major damage to both the building and the equipment inside. Fortunately, the Fire District's insurance, reevaluated in 2012 after Irene, will cover most of the replacement costs, but not all. Initially the Committee hoped to rebuild as quickly as possible, using design build to save time, as soon as fire investigations were completed. Unfortunately, there were delays, and with the pump house successfully operating on a temporary basis, the Committee decided instead to develop design drawings and put the rebuilding contract out to bid in the Spring.

Dusfrene Group was selected as the engineers, and they are now working on the necessary drawings and specifications. The masonry walls will be reused, but the roof, cladding and interior equipment all need to be replaced. The insurance covers replacement value or cash value on a depreciated basis; this will cover most costs, but the additional engineering/design costs and putting the piping to well number two underground will have to be paid for by the Fire District. The Committee anticipates a bond vote being required in March, once the design has been completed and these costs better understood.

Another major event happened in January, 2013 when 400 feet of defective water line were replaced along Upper Loveland Road. This pipe was installed in 1980, but unfortunately does not appear to have had adequate sand bedding placed around it. Standing water in small pockets resulted in crevice corrosion on the outside of the pipes. It is unknown where, or how much of this damage, the District will face in the future. It is very important, therefore, that we do all we can to control costs and replenish the capital fund to cope with future repairs

Norwich continues to enjoy very high quality municipal water, but as the infrastructure ages, repairs and replacement can be expected. With a relatively stable tax base and declining water usage, partly due to water saving fixtures, we can anticipate the need for higher water rates and taxes in the future. The Committee intends to do all we can to keep these to a minimum, but providing water for drinking for District members and fire safety for the entire Town is expensive.

Early this year there will be a controlled cut on portions of the Fire District Watershed Protection land off Beaver Meadow Road. This will primarily improve the quality of the remaining timber stand, but should bring in some income to the Land Management Committee which manages these activities. This land is enjoyed by many townspeople and others for recreation, but its primary purpose is protecting the watershed that is the only other viable identified source for municipal water in Norwich, should something happen to our wells.

We are very fortunate in our dedicated staff. In particular, Sam Eaton, left in charge during the fire emergency, did a very fine job, and with the cooperation of the water users, we were able to avoid a boil water notice. The Committee thanks everyone who cooperated in this joint effort. We look forward to having a rebuilt and more fire-resistant pump house by late summer of 2014.

Barbara Currier, Jonathan Vincent, Chair (649-1807), Vince Watts

Treasurer's Report

The General Fund of the Norwich Fire District ended the fiscal year 12/31/13 with a surplus of \$815 against a budgeted deficit of \$2,172. This surplus is a result of increased Revenues and reduced Administrative and Operating expenses. The proposed Revenue for 2014 does not project an increase in the tax rate; the slight increase in Tax Revenue is based upon new construction within the Fire District boundaries. Proposed total Expenditures for 2014 reflect an increase of \$9,644 over 2013 actual. An increase in the amount of the Fire Protection Assessment, the amount the General Fund pays to the Water Fund for a larger water main size in order to provide fire hydrant protection and Administrative wages account for this increase.

The Water Fund of the Norwich Fire District ended 2013 with a surplus of \$ 5,241 against a budgeted surplus of \$740. The Water Department's planned focus in 2013 was abruptly changed by the fire at the Pump House in August. Also a water main break in January required an unplanned repair and used funds intended for a transfer to the Water Capital Reserve Fund. Revenues were slightly under budget both for Metered Water usage and Water Services. With water conservation a goal of many household users, the actual revenues for metered water usage falls short of the budget. Though there is ample water available, system users remain conservative. A transfer to the Water Fund from the General Fund for payment of the loan for Main Street was the other revenue item. In 2014, water rates are not expected to increase. Additional revenue will come from the increase in the Fire Protection Assessment from the General Fund and the Town.

The Water Capital Reserve Fund was reduced in 2013 by water main breaks that were a combination of new mains and repairs. Additional capital equipment is planned to be funded out of the Capital Reserve Fund in 2014.

Delinquent Tax Report - December 31, 2013

Jason Yehle & Crystal Piffath\$375.40

Cheryl A. Lindberg, Treasurer

Fire District Auditor's Report

I find that the Norwich Fire District financial accounts appear to be a fair representation of the Fire District funds for the year ended December 31, 2013.

Priscilla Vincent, Auditor

**NORWICH FIRE DISTRICT
REVENUE, EXPENDITURE AND BUDGET REPORTS
ALL FUNDS – DECEMBER 31, 2013**

	GENERAL FUND			WATER FUND		
	2013 BUDGET	2013 ACTUAL	2014 PROPOSED	2013 BUDGET	2013 ACTUAL	2014 PROPOSED
REVENUES						
Taxes	\$ 95,000	\$ 95,578	\$ 96,000	\$ -	\$ -	\$ -
Payment in Lieu of Taxes	2,700	2,634	2,700	-	-	-
Water Fees	-	-	-	142,525	138,211	140,200
Fire Protection Assessment	-	-	-	59,064	59,064	66,420
Interest/Penalty	1,010	1,316	1,000	-	-	-
Other Revenue	100	-	110	11,510	11,733	11,510
OTHER FINANCING						
Interfund Transfer	-	-	-	-	-	-
Total Revenues & Financing	\$ 98,810	\$ 99,528	\$ 99,810	\$ 213,099	\$ 209,008	\$ 218,130
EXPENDITURES						
Administrative	36,775	34,846	37,794	70,792	72,650	79,314
Operations	60,174	59,674	66,530	89,381	81,658	86,965
Maintenance	-	160	-	11,300	16,163	15,300
Debt Principal/Interest	4,033	4,033	4,033	34,886	33,296	33,296
Reserve Fund Transfer	-	-	-	6,000	-	4,000
Total Expenditures	\$ 100,982	\$ 98,713	\$ 108,357	\$ 212,359	\$ 203,767	\$ 218,875
Surplus / (Deficit)	\$ (2,172)	\$ 815	\$ (8,547)	\$ 740	\$ 5,241	\$ (745)

**NORWICH FIRE DISTRICT
REVENUE, EXPENDITURE AND BUDGET REPORTS
ALL FUNDS – DECEMBER 31, 2013**

	WATER RESERVE FUND			SIDEWALK RESERVE FUND		
	2013 BUDGET	2013 ACTUAL	2014 PROPOSED	2013 BUDGET	2013 ACTUAL	2014 PROPOSED
REVENUES						
New Water Connection(s)	\$ 500	\$ -	\$ 500	\$ -	\$ -	\$ -
Interest	125	115	110	-	-	-
OTHER FINANCING						
Interfund Transfer	6,000	-	4,000	-	-	-
PACIF Grant	-	-	-	-	-	-
Total Revenues & Financing	\$ 6,625	\$ 115	\$ 4,610	\$ -	\$ -	\$ -
EXPENDITURES						
Sidewalk Repair & Mainten	-	-	-	-	-	-
Water Main Breaks	-	-	-	-	-	-
Water Line Replacements	-	-	-	-	-	-
Capital Equipment	5,600	-	3,600	-	-	-
Total Expenditures	\$ 5,600		\$ 3,600	\$ -	\$ -	\$ -
Surplus/(Deficit)	1,025	115	1,010	-	-	-
Due To / From	(25,000)	(30,000)		-	-	-
Beginning Cash	79,922	79,922	50,037	-	-	-
Ending Cash	\$ 55,947	\$ 50,037	\$ 51,047	\$ -	\$ -	\$ -