# **Part IV** Norwich Fire District

# **Norwich Fire District**

**Elected Officials** 

Prudential Committee	Term Expires
Barbara Currier	2012
Jonathan Vincent	2013
Vince Watts	2014
Cheryl Lindberg, Treasurer	2012
Anne French, Clerk	2012
Priscilla Vincent, Auditor	2012
John C. Candon, Moderator	2012

### Administration

Brion McMullan, District Administrator Sam Eaton, Operations Manager Bob Edmands, Operator

### 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 2011 Annual Meeting Warning**

The Annual Meeting of the Norwich Fire District will be held in Tracy Memorial Hall, Multi-Purpose Room on Monday, January 24th, 2011 at 7:30 p.m. to transact the following business:

ARTICLE 1. To approve the 2010 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 2010.

Prudential Committee of the Norwich Fire District Jonathan Vincent, Chairman (649-1807), Melvin Biggs, Robert Chamberlin

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 Multipurpose Room the meeting will be moved to the Multipurpose Room at Marion Cross School.

Anne French, Clerk

### **Prudential Committee Annual Report**

This past year the Fire District has managed to end the year with a small surplus, mostly thanks to carefully watching expenditures during the year. Recognizing the difficult economy we all now experience, the Prudential Committee has decided to leave taxes and water rates the same as last year, budgeting a small deficit for the Fire District with the expectation that by once again carefully monitoring expenses we will be able to break even for the year.

This is only possible due to Brion McMullan's selfless request to reduce his own hours to 32 per week. While grateful to Brion for being willing to do this, we recognize that this is not a long-term solution. A new part-time bookkeeper will relieve Brion of some of his office duties, but we must plan for new qualified Operators in the future. Fortunately, we continue to have Sam Eaton as head of operations, and he performed admirably during December when Brion was away.

The District continues to improve then turn sidewalks over to the Town. With a stable base and declining water usage, it is impractical for the Fire District to attempt to maintain so many sidewalks. Recognizing that water quality and supply are our primary responsibility, the District is gradually relieving itself of sidewalks so we can concentrate on water. Like the Town, the District underwent a 17% increase in medical insurance costs, and gave a 2% COLA increase to employees. It appears inevitable, even with our employees' careful use of resources, that there will be future increases in tax or water rates and monitoring and testing requirements mandated by the State of Vermont continue to increase.

Several people have noted that their glasses are now cloudy coming out of the dishwasher. This is not due to any change in the water quality. In fact, Norwich water is very stable, passing the federally mandated Consumer Confidence Report with no violations, and has only 121 parts per million of calcium carbonate, with no manganese. The change has been at the state level, with seventeen states banning phosphates from dishwashing detergent. Proctor and Gamble has taken phosphates out of all their products. While still promising "sparkling" dishes, P&G does admit that there may be issues in "hard water" conditions. The District water is classified as moderate to borderline "hard." Without the phosphates, which have been linked with algae blooms through run-off, the calcium carbonate precipitates out of the water, and coats glasses and dishes. It is unsightly, but perfectly safe.

Other accomplishments were the repaying of the sidewalk on Main Street to Turnpike Road, the partial repainting of the reservoir roof, the repair of two leaks, one being a 12" line near the old reservoir. Both were quickly identified and repaired. We are fortunate in having very little leakage in the system, thanks to careful monitoring and the systematic upgrade of the older pipes.

The town of Norwich may repave and improve the drainage on North Main Street next year; if so, the District will attempt to replace remaining 1922 cast iron pipe and iron services at the same time. There is still \$138,000 of bonding authority remaining from our last project, which could be used. If the project does proceed, we will attempt to improve the sidewalk, in concert with the Town, at the same time, and then turn it over to the town of Norwich.

One of the ironies of the District is that due to its superior record, it was denied ARRA funding. As both leakage and use decline, the water stays longer in the system, and so periodic blow-offs may be required to keep it fresh. Dedicated sampling stations may also be required, and the ever-increasing regulatory requirements, including proposed penalties for violations, will strain our finances. Nonetheless, although working with the Town on capital projects saves expense, it is important that the District retain control of the water system to ensure superior service to its customers and taxpayers.

Please be sure to vote for the exemption of the Fire District Lands from property taxes in March. This is required because since the land lies outside the boundaries of the District, it can be taxed, even though municipalities are normally tax-exempt.

We are sorry to report that, due to work pressures, Robert Chamberlin is unable to run again for the Prudential Committee, and that Mel Biggs has had to step down. They are both long-standing members of the Committee, and have done a remarkable job keeping the Fire District on track, both professionally and fiscally. We will very much miss their expertise, common sense, and help.

Mel Biggs, Robert Chamberlin, Jonathan Vincent, Chair (649-1807)

### **Treasurer's Report**

The General Fund of the Norwich Fire District ended the fiscal year 12/31/10 with a surplus of \$6,027 against a budgeted surplus of \$1,710. This is mainly the result of lower Administrative expenditures. The proposed revenue budget for 2011 projects a zero increase in the tax rate, with some growth anticipated in the Fire District Grand List. Proposed total expenditures for 2011 reflect an increase of about \$6,000. This is the net of lower Administrative expenses and a \$10,000 expense for sidewalk work which will be done in order to turn a section of sidewalk over to the Town.

The Water Fund of the Norwich Fire District ended 2010 with a surplus of \$4,825 against a budgeted deficit of (\$723). This favorable variance is due, once again, to prudent management of the Water Department expenditures. Water Fund expenditures are strictly monitored to stay in line with the demands of the water system. Revenues were 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 2.0% merit increase has been budgeted for the three employees of the Water Department. The health insurance premium increased 17% over 2010 and has been budgeted for both full-time employees. In order to reduce administrative duties of the District Administrator and Treasurer, a Bookkeeper position has been budgeted for 2011. The wages of this position will be split between the General and Water Funds.

Sidewalk work was done in 2010 in the amount of \$21,056. All Sidewalk Reserve funds have been spent, bringing the year-end balance to zero. The General Fund paid \$4,687 towards the 2010 sidewalk work. The Water Reserve Fund did not have any capital expenditures during 2010 and none are budgeted for 2011.

Cheryl A. Lindberg, Treasurer (649-1678)

### Delinquent Tax Report – December 31, 2010

Name	DelinquentTax	Penalty/Interest	Total	
Jane B. Ackerman	\$250.77	\$27.59	\$278.36	Paid Jan 2011
Jason Yehle/Crystal Piffath	\$171.41	\$18.84	\$190.25	

### **Fire District Auditor's Report**

January 18, 2011

I find that the Norwich Fire District financial accounts appear to be a fair representation of Fire District funds for the year ending December 31, 2010.

Priscilla Vincent, Auditor (649-1807)

	8	EVENUE,	EXP	ENDITUR	KE AN	REVENUE, EXPENDITURE AND BUDGET REPORTS	REPO	RTS				
			-	ALL FUNDS DECEMBER 31, 2010	ALL FUNDS EMBER 31, 2	S , 2010						
	52	0	BENE	GENERAL FUND	Ŋ		22		WAT	WATER FUND		20
		2010 BUIDGET	V	2010 ACTT 1A1	Jad	2011 DRODOSED		2010 BUIDGET	V	2010 ACTT 1A1	ad	2011 DBODOSED
		ODGET	2	TUNT		JI COED		TING	ŝ	TUNT		JI COED
REVENUES												
Taxes	÷	84,154	\$	84,297	\$	84,500	S		\$		S	
Payment in Lieu of Taxes		2,200		2,204		2,200						
Water Fees								140,361		137,039		140,361
Fire Protection Assessment								47,439		47,439		50,310
Interest/Penalty		810		1,271		810		75		75		75
Other Water Services												
OTHER FINANCING												
Interfund Transfer												
Total Revenues & Financing	÷	87,164	Ś	87,772	÷	87,510	\$	\$ 187,875	÷	\$ 184,553	\$	190,746
EXPENDITURES												
Administrative		39,892		31,997		36,791		63,124		57,709		65,806
Operations		37,028		41,715		49,809		84,459		79,234		87,534
Maintenance		500				500		8,900		10,670		9,100
Debt Principal/Interest		4,033		4,033		4,033		27,115		27,115		27,115
<b>Reserve Fund Transfer</b>	,	4,000		4,000				5,000		5,000		5,000
Total Expenditures	S	85,453	÷	81,745	S	91,133	÷	188,598	÷	179,728	S	194,555
Surplus/( Deficit )		1,711		6,027		(3,623)		(723)		4,825		(3,809)
Year-End Accruals		(4, 301)		(250)								
Due To/(Due From)				(12,369)		12,369						
Beginning Cash	ļ	53,979		53,979		47,387		44,817		44,817		49,642
Ending Cash	æ	51,389	÷	47,387	÷	56,133	s	44,094	÷	49,642	÷	45,833

# **NORWICH FIRE DISTRICT**

NORWICH FIRE DISTRICT	<b>REVENUE, EXPENDITURE AND BUDGET REPORTS</b>	ALL FUNDS	DECEMBER 31. 2010
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	3	WAT	ER F	WATER RESERVE FUND	INU	0	Į	SIDEW.	ALK	SIDEWALK RESERVE FUND	FUND
	B	2010 BUDGET	A	2010 ACTUAL	PRO	2011 PROPOSED	BI	2010 BUDGET	AC	2010 ACTUAL	2011 PROPOSED
REVENUES											
New Water Connection(s)	\$	1,000	\$		\$	1,000	\$		\$		\$
Interest		2,000		2,024		2,000		30		16	
<b>UTHER FINANCING</b>											
Interfund Transfer		5,000		5,000		5,000		4,000		4,000	
PACIF Grant	ę			1,288			ŝ		2		
Total Revenues & Financing	S	8,000	÷	8,312	s	8,000	s	4,030	s	4,016	\$
EXPENDITURES											
Sidewalk Repair & Mainten								10,000		16,369	
Turnpike/Main St Improvmnts	s										
Trenchbox / Bonding Legal											
Pumphouse roof/reservoir	2	1,000	2				8				
Total Expenditures	÷	1,000	÷		÷	6	÷	10,000	÷	16,369	\$
Surplus/( Deficit )		2,000		8,312		8,000		(5,970)		(12, 353)	
Beginning Cash	ę	150,931		150,931		159,243		12,353	į.	12,353	
Ending Cash	s	157,931	S	159,243	s	167,243	S	6,383	\$		÷
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