

Part IV

Norwich Fire District

Norwich Fire District

Elected Officials

Prudential Committee	Term Expires
Barbara Currier	2015
Jonathan Vincent	2013
Vince Watts	2014
Cheryl Lindberg, Treasurer	2013
Anne French, Clerk	2013
Priscilla Vincent, Auditor	2013
John C. Candon, Moderator	2013

Administration

Brion McMullan, District Administrator
Sam Eaton, Operations Manager
Bob Edmands, Operator
Jay Van Arman, Assistant 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 2012 Annual Meeting Warning

The Annual Meeting of the Norwich Fire District will be held in Tracy Memorial Hall, Multi-Purpose Room on Monday, January 23rd, 2012 at 7:30 p.m. to transact the following business:

ARTICLE 1. To approve the 2011 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 authorize the levying of interest on overdue water bills in accordance with 32 V.S.A. Sec. 5136.

ARTICLE 6. To elect all Fire District officers as may be required by law.

ARTICLE 7. To transact any other business that may legally come before this meeting.

Dated at Norwich, Vermont this 20th day of December 2011.

*Prudential Committee of the Norwich Fire District
Jonathan Vincent, Chairman (649-1807), 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 V.S.A., Pt 7, Ch. 171, Sec. 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

This past year the Fire District has had both good and bad news. The good news is that the 2012 budget will be essentially at the same levels as 2011. The bad news is that this was accomplished by reducing contributions to Sidewalk Reserves and the Water Department Capital Fund. Moreover, a series of five line breaks reduced the Water Fund's Capital Reserve by \$32,237. A further \$69,107 was required from the capital reserve to pay for needed equipment and improvements. It has taken years to slowly build up the Capital Fund, and to have such a loss in only one year is a shock.

The line breaks occurred in several places. One on Lewiston Hill, which cost about \$4,000, was almost certainly due to operator error during a training drill by the Norwich Fire Department. Two on Koch Road were in aging 2 inch iron pipe, and one at the intersection of Route 10A and the I-91 South ramp was due to inadequate bedding by the State of Vermont in 1968, and subsequent settling. The most worrisome break was on Lower Loveland. This was due to ductile iron having been laid down in 1980, also without proper bedding. The blue clay in the area caused galvanic corrosion of the pipe, causing the break after only 30 years, instead of the expected 100-year life. It is not known how many feet of line are set directly in blue clay, but it appears likely that further breaks can be expected.

The proposed budget for 2012 does not include a raise for the employees. They are newly enrolled in Blue Cross/Blue Shield's Blue Care TVHP program. Due to increased deductibles, the District's net cost for the monthly premium will be reduced. We expect about \$4,300 will be saved, and at the employees' request, the Prudential Committee plans to initiate a new family benefits program.

After the autostart failed, well number two received a superior variable frequency drive, as was recommended in the 2009 design work done by Provan & Lorber. In August of 2011 two representatives of the Selectboard indicated that upper Main Street would be repaved in 2012. In order to avoid some clearance issues, and to save on paving costs, the Prudential Committee decided to go ahead and do needed valve work at the intersection of Main and Hazen Streets at a cost of \$35,000.

Unfortunately, the Interim Town Manager has now informed the Prudential Committee that the Town wants the road to "settle" for an entire winter season, and that the repaving and drainage work will be done only after the Fire District has replaced the old service lines. This represents an additional cost, and new estimates will have to be obtained, including the cost of temporary paving.

The Land Management Council has recommended additional selective thinning of trees on Parcels 2 and 3. This will encourage higher-quality tree growth and provide some income, which hopefully will assist in paying for surveying and land improvements.

It has become very clear that the Fire District can no longer afford to maintain its sidewalks, and the fund for doing so has been used up. The Prudential Committee will be discussing various options with the Interim Town Manager to see what costs will be involved in turning over existing Fire District sidewalks to the Town. If necessary, the District may have to remove some badly deteriorated sidewalks, since replacement funds are not available.

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

Treasurer's Report

The General Fund of the Norwich Fire District ended the fiscal year 12/31/11 with a surplus of \$12,959 against a budgeted deficit of (\$3,623). This is mainly the result of not spending the \$10,000 budgeted for sidewalk work. The proposed revenue budget for 2012 projects an increase in the tax rate, with some growth anticipated in the Fire District Grand List. This increase in tax revenues will more than be offset by a loan payment of \$15,000 paying for water main work on Main Street. Proposed total expenditures for 2012 reflect an increase of about \$8,500. This is the net of higher Operational expenses offset by the \$10,000 increase in tax revenues mentioned previously.

The Water Fund of the Norwich Fire District ended 2011 with a deficit of (\$2,731) against a budgeted deficit of (\$3,809). The water department expenditures were challenged in 2011 by several water main breaks, some of which resulted in replacements that were capitalized. However, some of the costs of the 2011 breaks were borne by the Water Fund. This was possible by constantly monitoring the remainder of the budget to allow for only required expenditures. 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. No increase has been budgeted for the three employees of the Water Department for 2012 and health insurance expense for 2011 has been flat budgeted for full-time employees. Administrative duties of the District Administrator and Treasurer were budgeted for 2011, but the individual hired resigned as of the end of 2011. Funds have been flat budgeted for this position again in 2012.

All Sidewalk Reserve funds were depleted as of year-end 2010. The Water Reserve Fund was reduced in 2011 by the water main breaks that resulted in replacing the water main and by a portion of the water main breaks that were strictly repairs. Two capital equipment purchases – a Variable Frequency Drive (VFD) and a Programmable Logic Control (PLC) – were supported by the Reserve Fund as well. No expenditures are budgeted for 2012 in an effort to rebuild the Reserve Fund balance.

Cheryl A. Lindberg, Treasurer

Delinquent Tax Report - December 31, 2011

There were no delinquent taxes as of 12/31/2011.

Cheryl A. Lindberg, Treasurer

Fire District Auditor's Report

January 14, 2012

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, 2011.

Priscilla Vincent, Auditor (649-1807)

**NORWICH FIRE DISTRICT
REVENUE, EXPENDITURE AND BUDGET REPORTS
ALL FUNDS – DECEMBER 31, 2011**

	GENERAL FUND			WATER FUND		
	2011 BUDGET	2011 ACTUAL	2012 PROPOSED	2011 BUDGET	2011 ACTUAL	2012 PROPOSED
REVENUES						
Taxes	\$ 84,500	\$ 84,671	\$ 95,000	\$	\$	\$
Payment in Lieu of Taxes	2,200	2,357	2,375			
Water Fees				140,361	135,818	143,174
Fire Protection Assessment				50,310	50,459	50,838
Interest/Penalty	810	1,323	820	75	3	15
Other Revenue		1,794			131	
OTHER FINANCING						
Interfund Transfer						
Total Revenues & Financing	\$ 87,510	\$ 90,145	\$ 98,195	\$ 190,746	\$ 186,411	\$ 194,027
EXPENDITURES						
Administrative	36,791	33,344	36,576	65,806	63,829	66,135
Operations	49,809	39,809	59,138	87,534	80,094	88,681
Maintenance	500			9,100	18,104	9,500
Debt Principal/Interest	4,033	4,033	4,033	27,115	27,115	27,115
Reserve Fund Transfer				5,000	-	5,000
Total Expenditures	\$ 91,133	\$ 77,186	\$ 99,747	\$ 194,555	\$ 189,142	\$ 196,431
Surplus/(Deficit)	(3,623)	12,959	(1,552)	(3,809)	(2,731)	(2,404)
Year-End Accruals		(3,064)			526	
Due To/(Due From)	12,369	12,369			(25,000)	25,000
Beginning Cash	47,387	47,387	69,651	49,642	49,642	22,437
Ending Cash	\$ 56,133	\$ 69,651	\$ 68,099	\$ 45,833	\$ 22,437	\$ 45,033

**NORWICH FIRE DISTRICT
REVENUE, EXPENDITURE AND BUDGET REPORTS
ALL FUNDS - DECEMBER 31, 2011**

	WATER RESERVE FUND			SIDEWALK RESERVE FUND		
	2011 BUDGET	2011 ACTUAL	2012 PROPOSED	2011 BUDGET	2011 ACTUAL	2012 PROPOSED
REVENUES						
New Water Connection(s)	\$ 1,000	\$	\$ 500	\$	\$	\$
Interest	2,000	528	200			
OTHER FINANCING						
Interfund Transfer	5,000		5,000			
PACIF Grant						
Total Revenues & Financing	\$ 8,000	\$ 528	\$ 5,700	\$	\$	\$
EXPENDITURES						
Sidewalk Repair & Maintenance						
Water Main Breaks		15,893				
Water Line Replacements		55,772				
Capital Equipment		13,335				
Total Expenditures	\$	\$ 85,000	\$	\$	\$	\$
Surplus/(Deficit)	8,000	(84,472)	5,700			
Due To/(Due From)		25,000	(25,000)			
Beginning Cash	159,243	159,243	99,771			
Ending Cash	\$ 167,243	\$ 99,771	\$ 80,471	\$	\$	\$