

Part IV

Norwich Fire District

Norwich Fire District

Elected Officials

Prudential Committee	Term Expires
Robert Chamberlin	2012
Jonathan Vincent	2013
Melvin Biggs	*
Cheryl Lindberg, Treasurer	2011
Anne French, Clerk	2011
Priscilla Vincent, Auditor	2011
John C. Candon, Moderator	2011

** Because of an administrative error regarding the term to expire in 2010, the third member of the Committee will need to be appointed by the Norwich Selectboard until the next duly warned District Meeting.*

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 2010 Annual Meeting Warning

The Annual Meeting of the Norwich Fire District will be held in Tracy Memorial Hall, Multi-Purpose Room on Monday, January 25, 2010 at 7:30 pm to transact the following business:

- ARTICLE 1. To approve the 2009 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 18th day of December 2009.

*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, 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

The Fire District's 2009 budget forecasted an operating deficit of around \$13,000. Due to careful control of expenditures, FY09 ended with only a minor deficit. This is especially commendable given other costs that were incurred over the course of 2009.

For example, there were three water main breaks during the year: on Turnpike Road, Cliff Street, and along Route 10A. The cost of repairing these, plus the work on Main Street, was \$9,265.00. There was a significant amount of staff work associated with the repaving of South Main Street. In total four curb boxes were moved, eight others were repaired, and two older iron pipes serving residences were replaced. This work was done in coordination with the Vermont Agency of Transportation during the construction and repaving of Main Street last summer. Once the roadwork finished, the District was able to replace the existing asphalt sidewalk, with assistance from the Town Public Works Department.

In 2009, employees oversaw the installation of new services for the ABC Dairy (former Agway building), a new residence on Pine Tree Road, and the Innkeeper's House, new Annex and new Guest House at the Norwich Inn. District employees also partially repainted the roof of the reservoir, and attended training classes on new Ground Water Rules and the principles of chlorinating and de-chlorinating water.

Also in 2009, the District engaged consulting engineers in applying for ARRA (American Recovery and Reinvestment Act) and state funds to update the pump house and to replace the old analog water meters with modern digital ones. A Special Meeting was held on June 15, with voting on June 16, to approve the needed bonding authority. At this point we do not know the status of potential funding, but the work had to be done to qualify for assistance, and will be needed at some point whether stimulus funds are available or not.

The survey of Parcel #6 was completed and recorded with the Town. The next parcel of Watershed Land to be accurately surveyed is Parcel #1. The hope is to do one parcel per year until all the District property is surveyed and recorded, to avoid potential disputes in the future.

A new magnet stick, invaluable for locating curb boxes, has been purchased to replace the failed old one. The District plans to purchase a new line locator, which can locate water lines deeper below the surface, as well as a small trench box during 2010. A smaller box, required for safety in digging, will be easier to use and require much less digging than our existing eight foot by four foot box. Finally, we hope at last to have higher-speed Internet for the office, which is still using a modem.

Looking to the future, the Fire District faces ever-increasing personnel and material costs. As a small water system with a stable user base and declining usage, increased revenues currently have to come from either water rates or Fire District taxes. In 2010, the Prudential Committee will investigate alternative forms of revenue, and will report back to the voters of the District once we have a viable proposal.

A small celebration will be held in 2010 to recognize Bob Edmands for over thirty years of service to the Norwich Fire District. Without our loyal, hard-working and faithful employees, the Norwich Fire District would not be able to provide the high quality of water that we all enjoy.

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

Treasurer's Report

The General Fund of the Norwich Fire District ended the year 12/31/09 with a small surplus of \$1,372 against a budgeted deficit of (\$4,198). This surplus is mainly the result of lower overall expenditures for the year. The proposed revenue budget for 2010 reflects a zero increase in the tax rate, with growth in the Fire District Grand List anticipated. Proposed total expenditures for 2010 are level funded to the 2009 actual results, despite increased health insurance costs. The 2010 budget reflects a restraint on the part of the Prudential Committee and the District Administrator because of the uncertain economic times.

The Water Fund of the Norwich Fire District ended 2009 with a deficit of (\$1,247) against a budgeted deficit of (\$9,514). This favorable variance was due mainly to prudent management of the Water Department expenditures. Once again in 2009, all expenditures were strictly monitored to stay in line with the demands of the water system. Revenues were under budget because other services were not required, while water usage and services billed out are at the budgeted level. A water rate increase is proposed for 2010, bringing the rate per gallon up to \$0.006. A 2.5% merit increase has been budgeted for the three employees of the Water Department. The health insurance premium increased 19% over 2009 and has been budgeted for both full-time employees. Both eligible employees will contribute \$700 to their deductible of \$1,500, with an \$800 contribution by the General and Water Funds.

Sidewalk maintenance totaling \$10,690 was spent from the Sidewalk Reserve Fund and was done in cooperation with the Town. The Water Reserve Fund paid for the necessary capital improvements needed in 2009 on Turnpike Road and Main Street.

Cheryl A. Lindberg, Treasurer (649-1678)

Delinquent Tax Report — December 31, 2009

Name	Delinquent Tax	Penalty/Interest	Total
Nancy B. Hoggson	\$229.82	\$25.29	\$255.11 <i>(paid Jan 2010)</i>
Jason Yehle/Crystal Piffath	\$170.74	\$18.79	\$189.53

Fire District Auditor's Report

January 20, 2010

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, 2009.

Priscilla Vincent, Auditor (649-1807)

**NORWICH FIRE DISTRICT
REVENUE, EXPENDITURE AND BUDGET REPORTS
ALL FUNDS
DECEMBER 31, 2009**

	GENERAL FUND			WATER FUND		
	2009 BUDGET	2009 ACTUAL	2010 PROPOSED	2009 BUDGET	2009 ACTUAL	2010 PROPOSED
REVENUES						
Taxes	\$ 83,000	\$ 83,606	\$ 84,154	\$ -	\$ -	\$ -
Payment in Lieu of Taxes	2,050	2,188	2,200	-	-	-
Water Fees	-	-	-	131,000	128,487	140,361
Fire Protection Assessment	-	-	-	48,793	48,794	47,439
Interest/Penalty	750	1,055	810	300	53	75
Other Water Services	-	-	-	-	176	-
OTHER FINANCING						
Interfund Transfer	-	-	-	-	-	-
Total Revenues & Financing	\$ 85,800	\$ 86,849	\$ 87,164	\$ 180,093	\$ 177,510	\$ 187,875
EXPENDITURES						
Administrative	38,743	34,710	39,892	60,604	56,862	63,124
Operations	46,722	43,734	37,028	81,739	77,700	84,459
Maintenance	500	-	500	12,150	13,080	8,900
Debt Principal/Interest	4,033	4,033	4,033	27,115	27,115	27,115
Reserve Fund Transfer	-	3,000	4,000	8,000	4,000	5,000
Total Expenditures	\$ 89,998	\$ 85,477	\$ 85,453	\$ 189,608	\$ 178,757	\$ 188,598
Surplus/(Deficit)	(4,198)	1,372	1,711	(9,515)	(1,247)	(723)
Year-End Accruals	-	4,301	(4,301)	-	(8,634)	8,634
Due To/(Due From)	-	-	-	-	(3,475)	3,475
Beginning Cash	48,256	48,256	53,929	51,128	51,128	37,772
Ending Cash	\$ 44,058	\$ 53,929	\$ 51,339	\$ 41,613	\$ 37,772	\$ 49,158

**NORWICH FIRE DISTRICT
REVENUE, EXPENDITURE AND BUDGET REPORTS
ALL FUNDS
DECEMBER 31, 2009**

	WATER RESERVE FUND			SIDEWALK RESERVE FUND		
	2009 BUDGET	2009 ACTUAL	2010 PROPOSED	2009 BUDGET	2009 ACTUAL	2010 PROPOSED
REVENUES						
New Water Connection(s)	\$ 1,000	\$ 1,250	\$ 1,000	\$ -	\$ -	\$ -
Interest	3,500	2,571	2,000	100	28	30
OTHER FINANCING						
Interfund Transfer	8,000	4,000	5,000	-	-	-
Total Revenues & Financing	\$ 12,500	\$ 7,821	\$ 8,000	\$ 100	\$ 3,028	\$ 4,030
EXPENDITURES						
Sidewalk Repair & Mainten	-	-	-	5,000	10,690	10,000
Turnpike/Main St Improvments	-	12,639	-	-	-	-
Trenchbox / Bonding Legal	-	3,475	-	-	-	-
Pumphouse roof/reservoir	3,500	-	1,000	-	-	-
Total Expenditures	\$ 3,500	\$ 16,114	\$ 1,000	\$ 5,000	\$ 10,690	\$ 10,000
Due To Water Fund	-	3,475	(3,475)	(4,900)	(7,662)	(5,970)
Surplus/(Deficit)	9,000	(8,293)	7,000	20,015	20,015	12,353
Beginning Cash	155,749	155,749	150,931	15,115	12,353	6,383
Ending Cash	\$ 164,749	\$ 150,931	\$ 154,456	\$ 15,115	\$ 12,353	\$ 6,383