

Meeting Minutes

D. V. F. Co. Board of Trustees



Chairperson: Kristen Kleeman

Vice-Chairman:

Secretary: Josh Villa

Received 12/8/25
4:00 PM Jodi Moore, ATC

October 16, 2025

Called to Order at 6:45pm

1. Call to order and roll call.

K. Kleeman called the meeting to order at 6:45 pm after the Fire Department members returned from a Fire call

In Attendance: Robert Figoras, Kristen Kleeman, Corey Pedersen, Josh Villa

Absent: George Forline

2. Approval of agenda

Kristen noted she received information Wednesday afternoon from the Charter revision committee and would like to Amend the agenda

MOTION BY COREY P. TO AMEND THE AGENDA TO ADD A NEW ITEM #11 TITLED "CHARTER REVISION SURVEY," SHIFTING ALL SUBSEQUENT ITEMS DOWN BY ONE, RESULTING IN A TOTAL OF 14 AGENDA ITEMS. MOTION TO APPROVE THE AGENDA AS AMENDED.
SECONDED BY JOSH V. ALL IN FAVOR

3. Fire Department Hall Usage

Boating class will take place in January 2026

4. Approval of Minutes:

9/2/25

10/16/25

MOTION BY COREY P. TO APPROVE THE MINUTES FOR 9/2/25 AND 10/16/25 AS PRESENTED.
SECONDED BY BOB F. ALL IN FAVOR

5. Discussion of the roof replacement

Priority for the roof to be replaced in 2026. Committee will include it in their capital budget and Committee will do an RFP in Spring with work to be completed in July or August of 2026.

6. Discussion of the painting of the bays

Quotes still need to be received painting needs to happen before June 30, 2026.

7. Discussion of the kitchen upgrade

Cabinets and counters need to be upgraded. They need to be completed before June 30, 2025. There is money in budget. Quotes need to be received.

8. Discussion and possible vote on replacement of light pole on north side of parking lot.

Discussion and options were discussed. Committee would like feedback from the officers of the Fire Department



MOTION BY COREY P. TO TABLE UNTIL THE NEXT MEETING. SECONDED BY JOSH V. ALL IN FAVOR

9. Discussion and possible vote on Capital budget for FYI 2026-2027

Discussion was held regarding capital budget items. The roof remains a high priority for 2026. The board also discussed establishing a small capital line item for unexpected repairs, as several occurred this year. Since we are no longer asked to prepare an operating budget, we believe these repairs should be included as part of the capital budget.

Town of Durham											
5-Year Capital Improvement Plan (CIP)											
For Fiscal Years 2027-2031											
Fire Company Trustees											
						BUDGET PROJECTION					
Org	Object	Project Description	Funding Source	Current Funding	Approved 2025	2027	2028	2029	2030	2031	5 Year Total
8420325	57205	Paint bays	Reserve	20,000	4,000	4,000	-	-	-	-	4,000
		Garage Doors	Reserve		-	25,000	25,000	-	-	-	50,000
		Boiler Replacement	Capital		50,000	-	-	-	-	-	-
		Fire House 2 Bay Expansion	Reserve	375,000	125,000	125,000	125,000	125,000		-	375,000
		Furniture Upgrade	Capital			15,000					15,000
		Medic Room Upgrade	Capital			5,000					5,000
		Kitchen Upgrades	Capital	24,500	24,500						24,500
9420325		Upgrade fire alarm	Capital	5,000	-	-	-	-	-	-	-
		Roof Replacement	Capital			200,000					200,000
		Paint Interior Non Bays	Capital			25,000					25,000
		Unexpected Repairs	Capital			5,000					5,000
					203,500	404,000	150,000	125,000	-	-	703,500

MOTION BY COREY P. TO APPROVE THE CAPITAL BUDGET AS PRESENTED. SECONDED BY JOSH V. ALL IN FAVOR

10. Update on the following items:

a) Installation of new furnace

Kristen received a call from the Facilities Manager today and was informed that the furnace installation is scheduled to begin on Monday, November 17, 2025, and will take approximately one week to complete. The committee and the Chief were not in agreement with this timeline, as the committee-approved RFP and motions stated that quotes and approvals were to be obtained in the fall of **2025**, with the work to be completed in the spring of **2026**. The firehouse and the trucks cannot be without heat. The Chief will be contacting Facilities regarding this issue.

Kristen also received information from the Facilities Manager today that the chimney liner needs replacement and that he is currently obtaining quotes. Corey requested that Kristen



email Facilities in order to ask how this issue was identified and to request copies of the quotes. Kristen will send the email tomorrow, November 13, 2025.

11. Charter Revision Survey

Kristen received a survey from the charter revision committee this afternoon. The committee discussed the questions for Kristen to submit to the trustees

12. Committee Comments

Kristen thanked Corey for attending the BOS meeting in October for the approval of the furnace replacement and that the meeting went very well with the BOS.

The committee expressed their frustration with the town that they haven't voted on a replacement for an existing opening on the committee in over a year.

13. Public Comment

None

14. Adjourn

MOTION BY COREY P TO ADJOURN AT 7:45PM. SECONDED BY BOB F. ALL IN FAVOR