



# DORSET FIRE DISTRICT

Dorset Volunteer Fire Dept.  
Dorset Water Co.

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## DORSET FIRE DISTRICT REGULAR MEETING MINUTES

MONDAY JANUARY 8, 2018

### DORSET FIRE STATION

**Present:** Ben Weiss, Chair, Abbott de Rham, Milt McWayne, Roger Squire, Steve Jones, Jim McGinnis (Water Operator), Rob Gaiotti (Town Manager), Greg Kepler (Kepler Engineering), Shawn Hazelton (Fire Chief).

**Absent:**

**Others Present:**

Ben Weiss called the meeting to order at 7:02pm.

First order of business was to approve the 12/11/17 DFD Minutes. S. Jones moved and R. Squire seconded to approve the minutes as presented. Motion passed 4-0.

#### **Engineers Report:**

G. Kepler presented the monthly engineers report for DFD. He explained the status of the phase 1 portion of the metering station. He also gave an update with regard to the source application having been submitted and next steps. There is a 30 day public notice that ends February 2<sup>nd</sup>, and well drilling can occur after this point. Discussion ensued about well drilling contractors and solicitation to contractors in advance of the Feb. 2<sup>nd</sup> date so that the contract could be executed as swiftly as possible to keep the process moving along. G. Kepler further described the testing phases for drilling the well in detail. He also mentioned the need to list DFD projects on the priority funding list for construction, just like last year. He also noted that soon some of the asset management grant tasks would be worked on as well. A. de Rham moved and R. Squired seconded to approve the engineers report. Motion passed 4-0.

#### **Water Operator Report:**

Jim McGinnis updated the board with monthly details of water operations. Discussion ensued about the chlorination unit and making planned improvements. Jim further outlined the priority

projects for operations for the spring of 2018. They include: a service line leak fix at 125 Church Street; replacement of valve #10 and #11, DFD service line work at 2788 Route 30, 249 Meadow Lane old line disconnection, Dorset West Road north of Church Street, and a gate valve on Church Street. Discussion also ensued about the blow off at the hydrant on Barrows Heights and planned improvements to the unit. S. Jones move and A. de Rham seconded to approve the water operators report. Motion passed 4-0.

#### **Fire Chief's Report:**

S. Hazelton gave the monthly report from the Fire Department. He listed the calls and locations for the month, and explained the drills and training done by the members. He also presented the 2017 member participation figures for the annual payment to the fire department members. Discussion ensued about the members and dedication to the department.

#### **DFD Finance & Manager's Report:**

R. Gaiotti presented the monthly financial reports for DFD. Fire taxes continue to come in and water fees are being paid as well. The water division will continue to watch cash flow during the Planning Loan process. R. Gaiotti also outlined the monthly manager's report including engineering updates and updates with regard to the source permit application and some next steps. The town road crew helped DFD with temporary construction of the access to the well site and access to the metering station phase 1 site. Any chance for efficiencies will be looked at where feasible.

#### **Old Business:**

The board signed thank you cards. B. Weiss crafted the needed change to the purchasing policy to include flexibility for projects that are funded by federal or state grants, to match up the DFD purchasing with the federal and state requirements. It was the consensus of the board approve the purchase policy change.

#### **New Business:**

A de Rham inquired with the Fire Chief about coming up with a truck purchase business plan prior to any heavy planning for a new truck purchase. Discussion ensued about working with East Dorset for planning etc.

R. Squire moved and S. Jones seconded to enter executive session for the purpose of personnel at 8:46pm. The board exited executive session at 8:52pm. Milt McWayne moved and R. Squire seconded to give the full stipend bonus to the Fire Chief for the good work done in 2017.

It was the consensus of the board to sign monthly invoices and accounts payable.

There being no further business to discuss the meeting was adjourned at 9:15pm

Respectfully Submitted, Rob Gaiotti, Town Manager