



DORSET FIRE DISTRICT

Dorset Volunteer Fire Dept.
Dorset Water Co.

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DORSET FIRE DISTRICT #1 MEETING

April 9, 2018

Present: Roger Squire (Vice Chairman), Milt McWayne, Abbott de Rham, Jim McGinnis (Water Operator), Shawn Hazelton (Fire Chief), Rob Gaiotti (Town Manager)

Absent: Ben Weiss (Chairman), Steve Jones

Others Present: Greg Kepler (Engineer), Ginny Longacre, Colin Stabile (Firefighter), Harvey Watkins

R Squire, Vice Chairman, opened the meeting at 7:09 p.m.

Approval of March 21, 2018 Minutes

A. de Rham moved and M. McWayne seconded to approve the March 21, 2018 minutes as presented. Motion carried 3-0.

Engineer's Report

G. Kepler's report covered the following (copy available at the Dorset Town Office):

- Project Cost Estimates for Bond Vote ~ amount rounded out to \$700,000. The bond can be approved at \$700,000, but the full amount does not have to be spent unless another necessary project is added.
- New Well Project Status & Schedule ~ source testing application submitted, area well monitoring forthcoming, install piezometers, install sounding tubes, pump test, source evaluation report & protection area to be delineated, State reviews and possible public hearing. The project timeline is currently on target. G. Kepler noted that if the water requires any significant type of treatment, this would slow the project down.
- Engineering/Permitting/Construction ~ development of scope/fee with a third party engineer as the subcontractor for pump house and well design

M. McWayne moved to continue with Greg Kepler Consulting as the Engineer General Contractor who will arrange with a Subcontractor to plan the scope and fee. A. de Rham amended the motion to have Greg Kepler Consulting develop the scope/fee with a third party Engineer as a Subcontractor for the pump house and well design (building, mechanical, electrical, process). A de Rham seconded the motion. Motion carried 3-0.

- Meter Station (next steps) ~ pursue process with Dydo & Company same as Phase 1 starting now as this would be the shortest time option. A. de Rham moved and M. McWayne seconded to have G. Kepler move forward with the meter station via Dydo & Company the same way as Phase 1 (finance planning loan to then be covered by the bond). Motion carried 3-0.

A. de Rham moved and M. McWayne seconded to approve the Engineer's report as presented. Motion carried 3-0.

Fire Chief's Report (Hazelton)

S. Hazelton read his report for the Fire Department's calls (seven) for April 2018. A. de Rham asked if it is appropriate to have a penalty fee for unpermitted controlled burns and S. Hazelton answered yes, that the penalty is technically a Federal fine. S. Hazelton is to research what other Towns do regarding unpermitted burns and penalties. A de Rham moved and M. McWayne seconded to approve the Fire Chief's report as submitted. Motion carried 3-0.

Fire & Water Financials (Gaiotti)

R. Gaiotti reviewed his report:

- Water District & Fire District cash on hand
- Water & Fire delinquent taxes
- Submission of planning loan application to be done after bills and checks clear
- Discuss delinquent fire tax collection – phone calls & adding interest/penalty to delinquent bills (no decision made)

A. de Rham moved and M. McWayne seconded to approve the financial reports as presented. Motion carried 3-0.

Water Manager's Report (Gaiotti)

The water report included:

- Area well monitoring letters have gone out and waiting for replies
- Source testing application to be submitted soon & pump testing may begin late April/early May
- Bond counsel created warned article for voters to approve borrowing capacity of \$700,000
- Phase 1 metering station work is completed. Consider pursuing Phase 2 in similar fashion as Phase 1
- Received third reimbursement of planning loan (\$15,200)

- Work on water user rate table using bedrooms and State design flow data for upcoming billing. Will continue to work on rate table which will be presented at the Committee meeting.
- Reviewing options for a water operator succession plan. Submitted a draft water operations memo dated April 2018 outlining short and long term goals to be discussed at the Committee meeting. Short term goals can be to utilize an outside service for water testing and reporting. Long term goal may be to have an employee as a water operator with possible combination of Dorset & East Dorset.

M. McWayne moved and A. de Rham seconded to approve the Water Manager's report as presented. Motion carried 3-0.

Fire & Water Budgets (Squire)

R. Gaiotti noted that the Fire budget is the same as last year. S. Hazelton stated that the New Equipment line item will increase to \$19,925 which will include an inflatable boat. A. de Rham asked that S. Hazelton research the longevity/refurbishment of the boat. M. McWayne stated that money should be allocated to fix the repeater system. S. Hazelton said that the fire budget this year stands at \$158,600 versus last year's budget of \$179,888.

R. Gaiotti reviewed the water budget noting that the revenue lines were increased, professional fees line item was decreased and a bond payment line is included. The estimated water budget figure stands at \$134,530. It was also observed that an infrastructure availability fee may be a possibility that can be discussed.

Water Operator's Report (McGinnis)

- Two modules have been received for the conversion to an electronic chlorine injector system. B. LaBerge will check on the feasibility of installing a solar panel to power the chlorinator at the reservoir.
- J. McGinnis reviewed projected maintenance projects: 125 Church Street, Valve #10, Valve #11, 2788 Route 30, 249 Meadow Lane, Church Street gate valve, and 3979 Route 30.
- S. Hazelton will take chlorine readings at the reservoir for ten days.

A. de Rham moved and M. McWayne seconded to approve the Water Operator's report as presented. Motion carried 3-0.

Project Funding

- A. de Rham moved and M. McWayne seconded to accept and sign the Bond Resolution Certificate as presented for the bond vote article. Motion carried 3-0.
- A. de Rham moved and M. McWayne seconded to approve the declaration of official intent of the District to reimburse proceeds of indebtedness. Motion carried 3-0.

Old Business

- M. McWayne reported that the Fire Chiefs of Dorset and East Dorset had a meeting to discuss equipment purchases.
- S. Hazelton presented the Fire Department's business plan and memo outlining why a new truck is needed.

- Also discussed was the repeater system and how to make it function for a wider area.
- A. de Rham asked if both Departments had inventories of their equipment and if all equipment is needed or can be shared/sold.
- Discussion ensued regarding the purchase of a new fire truck ~ this truck replaces Truck ETA#511 with a shorter, two-man cab, four-wheel drive vehicle which will make it easier and safer to navigate small, very sloped roads/driveways.
- M. McWayne is to help S. Hazelton prepare a presentation for the purchase of a new truck for the annual DFD meeting.
- M. McWayne noted that the Fire Department should try to keep to an eight year truck rotation schedule as the trucks lose value after that time.

New Business

- A. de Rham asked S. Hazelton to check the safety specifications of the type of foam the Firefighters use.

M. McWayne moved and A. de Rham seconded to adjourn the meeting at 10:20 p.m. Motion carried 3-0.

Respectfully submitted,

Nancy Aversano