



DORSET FIRE DISTRICT

Dorset Volunteer Fire Dept.
Dorset Water Co.

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DORSET FIRE DISTRICT SPECIAL MEETING

May 1, 2017

Present: Ben Weiss (Chairman), Abbott de Rahm, Roger Squire, Jim McGinnis (Water Operator), Rob Gaiotti (Town Manager), Shawn Hazelton (Fire Chief)

Absent: Mark Putnam, Milt McWayne

Others Present: Greg Kepler (Kepler Engineering), Henry Chandler (Select Board)

B. Weiss opened the meeting at 7:03 p.m.

Approval of April Minutes

G. Kepler noted that the words “conceptualized design and cost estimating” need to be added to the second page under the heading Engineer’s Report, last sentence (consensus). A. deRham moved and R. Squire seconded to approve the April 10, 2017 minutes as amended. Motion carried 3-0.

Fire & Water Financials (Gaiotti)

R. Gaiotti noted that there were not many changes in the financial reports from last month. Expenses and revenues for water and fire were reviewed along with delinquent accounts. R. Squire had questions about the draft audit with regard to page 16, Segregation of Duties. R. Gaiotti explained that the audit referred to the 2015 accounting year and this should be resolved going forward. It was decided to have R. Squire sign off on the bank reconciliations each month. Also discussed were capital asset balances/management, debt obligations, long term liabilities and old delinquent debt.

Water Operator's Report (McGinnis)

Chlorine tainted water was found, but the leak could not be located. J. McGinnis will monitor this matter. Mapping is continuing and J. McGinnis is waiting to hear from Paul. A. deRham noted that he has had contact with Paul and there is some conflict with the mapping numbers. Once mapping is finished, leak detection and valve replacement should be next and the State has funding for a leak detection program. Type of valve replacement was discussed and G. Kepler recommended not upgrading valves with constrictors as there could be too many issues. B. Weiss noted that three valves are scheduled for replacement: two on Route 30 and one at Church Street and Cheney Road. J. McGinnis said that the red hydrant on Church Street should be painted black. Report attached. A. deRham moved and R. Squire seconded to approve the Water Operator's report as presented. Motion carried 3-0.

Fire Chief's Report (Hazelton)

S. Hazelton read his report for fire incidents from April 25th through May 1st (list attached). A. deRham moved and R. Squire seconded to approve the Fire Chief's report as presented. Motion carried 3-0.

Status Report from Kepler Engineering (Kepler)

G. Kepler reviewed his provided services and grant deliverables listing eight tasks. Email dated May 1, 2017 outlined rough estimated costs for: supplemental water supply, metering station with data logger, metering all users, replacing private water service lines, and system improvements for functional fire hydrants. G. Kepler included spreadsheets for estimated costs for new water source, system metering station, and total estimated project costs.

Each of the five items listed above were discussed.

- Water source cost estimate does include third party costs such as well drilling. G. Kepler outlined some of the next steps as: water rights, planning loan submission, well design/testing, permit application, well drilling, development, yield testing, sample water quality, monitor septic systems (part of yield test), source protection plan development, bond vote next spring for financing and application for construction loans.
- B. Weiss is to contact J. Thrasher for a legal opinion regarding an easement for an in-ground vault for the metering station.
- There are two types of user metering systems: tap and wireless. A. deRham noted that the tap system is a simple method to use.
- B. Weiss asked if there were any dependencies between metering installation and service line replacements. G. Kepler responded no, but it would be okay to do them together for some cost saving.
- B. Weiss suggested that fire hydrant improvements be presented at the annual meeting along with the other four recommended items, but inform the residents that hydrants will not be addressed currently. Discussion ensued regarding the use of hydrants, firefighting abilities and ISO ratings,

but it was stated that reliable, potable water was the first priority since the fire department has worked around the hydrant deficiency with other methods for firefighting.

It was mentioned by G. Kepler that another option is to do your own bonding which is less expensive, but payments start earlier. A. deRham noted that currently any consumer within the water district cannot add any water fixtures or make plumbing changes as it is prohibited.

Water Projects Committee Report (deRham, Weiss)

A. deRham has sent the digital files to R. Gaiotti. It was noted that the Nature Conservancy was not cooperative and the Board will move forward with other property negotiations. R. Gaiotti asked what would be needed for road construction and G. Kepler replied he would need to look at a risk analysis (which should be low risk) before answering.

The asset management grant application deadline is May 12, 2017. A deRham moved and R. Squire seconded to have G. Kepler and J. McGinnis prepare a list of items for the asset management grant application prior to May 12, 2017. Motion carried 3-0.

G. Kepler discussed with Alison categories of work to be done:

- Succession plan (J. McGinnis retirement)
- Additional mapping ~ service line maps
- Meter download and analysis
- Short term asset inventory (5-10 year life span)

Fire Department Committee Report (McWayne, Putnam, Hazelton)

S. Hazelton noted that he has not heard back from Howie (East Dorset Fire Dept.) and Howie has not been present at the joint meetings. B. Weiss stated that Peru Electric will come tomorrow for a site evaluation for the alarm system.

2017 Water Billing (Weiss) & Water User Census (Weiss)

R. Squire asked if the Barrows House was aware that they will be charged \$2,500 on their next water bill for the water cooled compressor they have and A. deRham responded that a letter should be sent informing them of this. B. Weiss noted that it was mentioned verbally to them. Discussion ensued regarding the antiquated rate system being used and the eventual new rates based on design. The Board decided to consolidate billing accounts (multiple bills to one bill for each owner ~ not billed per building/structure) and also consolidate floors and fixtures. Barrows House billing is to be discussed further as they are the only water customer having three taps with 7-8 buildings. Quarterly billing was discussed and a “non-residential” rate definition is needed. A. deRham felt that the non-residential dishwasher rate was still too low.

The topic of using different options (baskets, dry hydrants), etc.) for firefighting to improve ISO rating was talked about along with addressing the issues to have a new inspection when the Fire Department is ready. B. Weiss suggested that the Fire Committee look at this matter.

Annual Meeting Preparations (Weiss)

A. deRham requested that a phone be set up for the annual meeting so that he can participate as he will be away during that time. A moderator has been chosen for the meeting.

Old/New Business

In answer to a question about the Town taking over water projects, R. Gaiotti suggested that a written agreement with monetary figures be drafted and approved so that it can be presented to the Select Board. A Water Committee meeting should be held to finalize the planning loan paperwork to be submitted by May 20, 2017.

A. deRham moved and R. Squire seconded to move to Executive Session at 10:15 p.m. to discuss legal and contractual information for the water source easement. Motion carried 3-0. Executive Session ended at 10:30 p.m. with no further action taken. Adjournment was motioned by A. deRham and seconded by R. Squire at 10:30 p.m.

Respectfully Submitted,

Nancy Aversano
Administrative Assistant

Dorset Fire District # 1



Chartered 1911

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DORSET FIRE DISTRICT # 1 FINANCE REPORT MAY 1, 2017:

Expense and revenue reports are attached, highlights below:

Water District:

Cash on hand:
Checking balance: \$3,000
Money Market balance: \$37,950
Net position: \$40,950

- Water payments with penalty and interest assessed continue to come in, down to 10 accounts total unpaid.
- Expenses Water District: Dydo work on main line, Jim's time etc.

DQ FY16 water fees still due: \$5,688.58; the auditor will begin to look at any possible DQ water fees in FY15 and prior this week. Will update this for next month.

Water Service Leak Debt (2015): \$4,741 (Melahdo), \$1,201.23 (LaBranche)

Fire District:

- Expenses to be paid include: fire house maintenance and fire house utilities.
- Draft Audit included with the meeting packet, a few items will be worked with until it is final. Audit will include total net position figures, assets, etc. Bottomline (year to year): operating loss for water, operating surplus for water.

Delinquent Fire Taxes: \$5,149 (includes penalty and interest), May DQ tax notices will go out this week. The audit firm has reviewed and tested FY15 delinquent fire: \$15,127.01

Dating back to 2003, the delinquent amount of \$12,169.37. It's also likely that some of the smaller/ older accounts that have changed ownership might have to be waived.

Overall Delinquent amount around: \$32,500

Cash on hand:
Education Retention Fund: \$22,054 (restricted)
General Checking: \$97,195
Truck Escrow: \$154,794 (restricted)
Net Position: \$274,043

April ²⁹/~~7~~, 2017

To: Dorset Fire District #1

Re: Report on Status of Dorset Water

This report covers the period from April 7 to April 29, 2017.

Water Test: The monthly coliform test was conducted on 04/04/2017 and we passed.

Chlorinator: The chlorinator is working fine.

Reservoir Building: Our Have a Heart trap caught a critter inside the chlorinator room on Since the first of the year we have caught 3 critters, all within the past 4 to 5 weeks. The bait took care of it.

Spring Houses: Are tight.

Reservoir Overflow System: I uncovered the vents and the back door so air can flow freely through the building. I will take one of the vents with me to Dorr to be fitted with a winterization kit as per Abbott's suggestion.

Reservoir Bypass System: Is working and will continue to be used until spring production drops drastically.

Reservoir Levels: Are normal.

Mapping the System: I called Paul on Thursday evening after arriving back in Dorset to see what has been done. I had marked the transmission lines and spring and reservoir lines before I left. When I checked the reservoir and spring houses on 4/28. I found some of the flags were pulled and stacked. I called Paul again in the morning of 4/29, but as of this time I have not heard from him.

Leaks Status:

Suspected Leaks at Green - Leaking 6 inch Valve at Intersection of Church St and Rt 30 South: There is a leak here. It is a low volume leak that concerns the 6 inch valve that controls the flow of water South on Rt 30. I have spoken to Noel Dydo about this.

Suspected Leaks at the Green - Leaking 6 inch Valve at the Intersection of Church St and Rt 30 North: This leak can be controlled by insuring the valve is fully opened. The problem though controlled right now is another 6 inch valve.

Service Line Leak on the West side of Dorset West Rd: I have not spent any further time on this leak. This will be followed up on as the ground thaws so the probe can be used. I have not done anything since December because of the frozen pipes at the reservoir and the mapping.

Leak on 8 inch Line: Aaron came on 4/11 to use his corolator on the leak but it was unable to pick up and leak noise. I ran another total chlorine test and it was positive, at .2. Aaron also saw it and felt there is definitely a leak. There is also a lot of ground water oozing out of the ground. Noel came on 4/14/17, dug here and found no leak but water was running down the pipe. Couldn't test it for Chlorine because it was too muddy. Noel also put a drain in at the first valve to drain the ground water. Tested it for Chlorine but it was negative. Also there was a lot of ground water here so if there was an chlorine an accurate reading with the test kit I had wasn't possible. At this time I will just watch this area.

I will be doing a leak survey of the entire system over the next month.

Deferred Maintenance

Fire Hydrant 11A, the last Hydrant on Route 30 North has a leaking seal at the base of the barrel. However the Gate Valve controlling water to the hydrant is shut off, so there is no leak.

Fire Hydrant 16, the first hydrant on West Rd after Church St heading South. The Hydrant valve does not hold. However, the gate valve for that hydrant holds. There is no water going to that hydrant now so there is no leak.

Needed Maintenance on the System

Valve Box 6 inch main: The location is near the intersection of Dorset West Road and Church St. The valve box is not vertical. You cannot get a gatevalve key on the gate valve because the box is so far off vertical. The sides are still stabile.

There is a 6 inch gatevalve on Church St near Fire Hydrant #1. It has been paved over several times. I have marked the location

There is a 6 inch gatevalve on Church St which has been paved over several times. This needs to be uncovered and the valve exercised to insure it is functional. It is near the second fire hydrant on Church St from West Rd. I have marked it on the road and it is on the old maps.

Do we want to dig these up? Given the current state of the budget I would recommend waiting for the next fiscal year,

Mapping of the Dorset System

Curb Stop Mapping – I have mapped a total of 41 curb stops.

Spring Production: is approximately 280 to 285 GPM. From Jan 2016 to date we are 10.8 inches short of normal precipitation over the last 17 months.

Respectively submitted

Jim McGinnis
Water Operator

Dorset Fire District # 1, May 1, 2017

- 1) 4/25/2017 at Route 7a & Tennis way East Dorset accident stand by in station.
- 2) 4/25/2017 at 2234 Mad Tom road East Dorset Stove fire stand by in station.
- 3) 4/28/2017 at 121 Lane road Dorset Fire alarm water in alarm head basement.
- 4) 5/1/2017 at 2296 Route 30 car fire 1967 Austin Headily 3000.
- 5) 5/1/2017 at 1054 Lower Hollow road Dorset Chimney fire.