



DORSET FIRE DISTRICT

Dorset Volunteer Fire Dept.
Dorset Water Co.

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DORSET FIRE DISTRICT #1 MEETING

November 13, 2017

Present: Ben Weiss (Chairman), Roger Squire (Vice Chairman), Abbott de Rham, Steve Jones, Jim McGinnis (Water Operator), Shawn Hazelton (Fire Chief), Rob Gaiotti (Town Manager), Greg Kepler (Engineer)

Absent: Milt McWayne

Others Present:

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

Approval of October 9 & October 16, 2017 Minutes

R. Squire moved and A. de Rham seconded to approve the October 9, 2017 minutes as presented. Motion carried 4-0.

R. Squire moved and A. de Rham seconded to approve the October 16, 2017 minutes as presented. Motion carried 3-0 (S. Jones abstained).

Fire & Water Financials (Gaiotti)

R. Gaiotti reviewed his report:

- Water District & Fire District cash on hand. Net position for Water Department is \$14,585.
- Water & Fire delinquent taxes
- Discussion revolved around methods of setting up funding for the Water Department. A. de Rham suggested that a revolving line of credit using the building as collateral could be opened. By consensus of the Board, R. Gaiotti was requested to consult with the auditor (Mudgett) about legally borrowing and repaying funds from the Fire Department when and if necessary. R. Gaiotti explained that there are still budget line items available (contingency and main line maintenance), but borrowing may be

necessary to cover payments up front until all water monies are received. R. Squire and B. Weiss are to draft a loan agreement between the Fire and Water Departments.

J. McGinnis is to move forward with water repairs on Cheney Road (valve), Route 30 (valve), Route 30 (hydrant), and the Route 30 Fire House (leak).

A. de Rham moved and S. Jones seconded to approve borrowing and repaying \$50,000 without interest as an internal loan between the Fire Department and the Water Department contingent upon Mudgett, Jennett & Krogh-Wisner, PC (auditor) approval. Motion carried 4-0.

Delinquent water user accounts were discussed with regard to collection options such as water shut-off. R. Squire is to send a letter to the Stimson family regarding repair of their curb stop and delinquent payments. He will review the shut-off letter that J. McGinnis is to forward to him in order to start the process of delinquent collection.

A. de Rham moved and R. Squire seconded to approve the financial reports as presented. Motion carried 4-0.

Water Manager's Report (Gaiotti)

The Manager's report covered the topics of:

- Supplemental water agreements
- Metering station planning
- Creation of a draft DFD Water Division five year plan
- Conversation about Town-wide versus water user payment for water system improvements. Dorset water users are currently spending 30-40% less than comparable users in other locations and the water system should be able to offer functional usage (such as hydrants) to others outside of the core water users before asking them to help pay for improvements. The Board members discussed the pros and cons of this action. R. Gaiotti suggested voluntary contributions and R. Squire agreed they could work on a donation campaign.

S. Jones moved and R. Squire seconded to accept the Water Manager's Report as presented. Motion carried 4-0.

Water Operator's Report (McGinnis)

- J. McGinnis reported that the chlorinator module malfunctioned again after 60 days of use. Due to changed specifications on the chlorinator models, J. McGinnis will be researching new units.
- M & K Commercial Divers LLC did an ROV inspection of the reservoir and reported that it did not have to be cleaned.
- J. McGinnis reviewed the leak repairs for 249 Meadow Lane (Peterson) and 2488 Route 30 (Stannard & Keene)
- Water repairs, as mentioned under Fire and Water Financials, will move forward as finances allow.
- Fifty-one curb stops and six lines are marked.

A. de Rham moved and R. Squire seconded to accept the Water Operator's Report as presented. Motion carried 4-0.

Fire Chief's Report (Hazelton)

S. Hazelton reported:

- There were four calls for November 2017 and updated the false alarm log.
- The firemen will hold their annual dinner on December 19, 2017.
- It was the consensus of the Board members to sell the trailer to the Town of Dorset for \$2,500. A. de Rham noted that the Town's in-kind help and the ability to borrow the trailer if needed would compensate for the lower sale price.
- It was the consensus of the Board members to purchase a watch for S. Hazelton for thirty years of service.

S. Jones moved and A. de Rham seconded to approve the Fire Chief's report as presented. Motion carried 4-0.

Engineer's Report (Kepler)

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

- Meter station status update
- Water Committee Meeting held on 11/13/2017
- Phase 1 Estimated Costs
- Phase 2 Project Procurement

A. de Rham noted that the purchase policy may have to be modified for the phase 2 bid solicitations.

A. de Rham moved and R. Squire seconded to accept the Engineer's report as presented. Motion carried 3-0.

Old Business

1. Equipment & training coordination with EDFD (McWayne) ~ no update submitted
2. Fire alarm system (McWayne) ~ three bids were received. S. Jones moved and R. Squire seconded to accept the bid from Catamount Security & Electric Inc. for the alarm system for the fire house as outlined on their May 5, 2017 bid document. Motion carried 4-0.
3. Update on ISO, testing flow & pressure (Hazelton) ~ testing has been rescheduled for the spring.
4. Life insurance for firemen ~ A. de Rham moved and R. Squire seconded to approve \$300 subsidy for whole life insurance from Modern Woodmen for each DFD #1 firefighter based on eligibility requirements set forth in the Education, Reimbursement & Bonus Vesting Policy. Motion carried 4-0.

There being no further business to discuss, S. Jones moved and R. Squire seconded to adjourn the meeting at 9:10 p.m. Motion carried 4-0.

Respectfully Submitted

Nancy Aversano

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