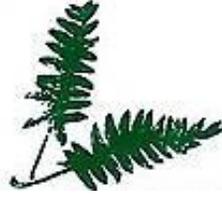


Dorset Fire District # 1



Mailing Address:

PO Box 341
Dorset, VT 05251

Physical Address:

Dorset Town Offices
112 Mad Tom Road
East Dorset, VT 05253

Fire District Bookkeeper

Phone: 802-362-4571

Fax: 802-362-5156

Email: dorsetfire341@comcast.net

=====Chartered 1911=====

Prudential Committee Meeting February 13, 2017

Members Present: Ben Weiss, Abbott deRham, Roger Squire, Milt McWayne, Mark Putnam

Members Absent:

Also Present: Jim McGinnis (Dorset Water District), Rob Gaiotti (Dorset Town Manager), Shawn Hazelton (Fire Chief), Greg Kepler,

B. Weiss opened the meeting at 7:05 p.m.

Approval of January 2017 Minutes

R. Squire moved and B. Weiss seconded to approve the January 9, 2017 minutes as presented. Motion carried 3-0 (M. Putnam abstained)

Fire and Water Financials (Gaiotti)

R. Gaiotti presented the financial report:

Water District

- Bank account balances
- Thirteen delinquent water tax bills still outstanding
- Water Service Leak Debt outstanding at \$5,942.23

Fire District

- Bank account balances
- Accounts payable
- Town FY18 budget will reflect the DFD FY17 budget figure for this year
- FY16 Audit by Mudgett has begun and should be complete by the May annual meeting
- Delinquent fire tax list was given out

A reminder was given that the contract with the Town will expire in June 2017.

R. Squire moved and M. Putnam seconded to forgive the interest and penalty of \$27.52 on the Feehan's water tax bill and to forgive the fire tax bill of \$3.31 for the Racine's. Motion carried 5-0.

R. Squire moved and M. Putnam seconded to accept the financial report as presented. Motion carried 5-0

Water Operator's Report (McGinnis)

J. McGinnis presented his written report noting:

- Chlorinator reduction gear was failing and replaced with backup module.
- Reservoir overflow system has a pipe elbow which is leaking. To be replaced by Rob Leary when weather permits.
- Leaks were noted on Church Street/Route 30 South, Church Street/Route 30 North, & West Road (west side)
- Deferred and needed maintenance was reviewed
- 41 curb stops have been mapped
- A State sanitary survey will be done on February 28, 2017 at 10:00 a.m. This is done every three years. J. McGinnis will prepare for this survey.

Discussion about working with the firemen to gain access to do springhouse maintenance/repairs by use of the six wheeler. J. McGinnis and S. Hazelton have agreed to meet on Saturday, February 18, 2017 to see if the six wheeler will work. J. McGinnis is to give A. de Rham a copy of the Operation and Training Manual for the chlorinator who will then digitize the document for everyone.

A. de Rham moved and M. McWayne seconded to approve the Water Operator's report as presented. Motion carried 5-0.

Fire Chief's Report (Hazelton)

S. Hazelton started his report by reading the January 2017 calls: traffic control, two fire place smoke alarms, EMS assist, smoke due to furnace malfunction, and a false alarm. S. Hazelton noted 911 addressing issues on Barrows Heights with numbers 366 and 384.

The Department has two new Firefighters with Firefighter 1 certification (Jacob Gribble & Eden Ryan).

S. Hazelton priced out residential 911 signs from four companies:

- Sign Smart \$18.49
- \$14.37
- Hall Signs \$ 8.53 (double sided, reflective)
- Interstate Signs \$ 8.00

It was mentioned that it is mandatory for residences to have 911 addressing signs visible from the street, but most houses do not have them. R. Gaiotti commented that some residents may not like the aesthetics of this type of sign. This discussion is to be continued at the next DFD meeting.

M. Putnam moved and M. McWayne seconded to approve the Fire Chief's report as presented. Motion carried 5-0.

Water Project Priority List

The Board members agreed on the water project priority list of:

- Data logger at reservoir (metering of total consumption)
- Supplemental water supply
- Water meters
- New supply lines
- Water for fire protection (storage & hydrants)

It was noted that the priority of which would come first ~ new supply lines or water for fire protection ~ was dependent upon additional water source.

Supplemental Water Project (Greg Kepler)

G. Kepler described two supplemental water areas with the Cheney & Meadow Roads location being the higher probability for success than the deNottbeck spring location. G. Kepler encouraged the Board to submit an application to the State so that Dorset is in the queue for financing. A. de Rham moved and R. Squire seconded to approve and submit to the State the Priority Loan Application by February 15, 2017. Motion carried 5-0.

B. Weiss mentioned that the Conservation Commission was not enthusiastic about the use of Cutler Park for a water source. B. Weiss, A. de Rham and G. Kepler are to meet to start planning for the other water applications.

Fire Budget Review (Squire, Weiss, Hazelton)

Fire budget was discussed with the following changes:

- | | | | |
|----------------------|----------|----|----------|
| • Fire Prevention | \$1,000 | to | \$1,150 |
| • Insurance | \$20,000 | to | \$17,000 |
| • Postage & Printing | \$0 | to | \$140 |
| • Truck Sinking Fund | \$0 | to | TBD |
| • Utilities | \$9,500 | to | \$9,035 |

The Board talked about the advisability of financing or not financing \$25,000 in the Truck Sinking Fund with the thought that saving more money up front would save in interest payments when a truck is purchased. B. Weiss noted that one of the goals for the Board was to get the budget in line with the East Dorset Fire Department so the budget can be equalized. He stressed that the Department should decide what to buy and when and not blindly put money away. A. de Rham stated that it was requested two months ago to have the Dorset and East Dorset Departments meet and discuss their equipment inventory and purchases with a report to be made to the Board. M. McWayne, M. Putnam and S. Hazelton are to meet in order to plan and organize equipment inventory and purchases. R. Squire suggested suspending the Truck Sinking Fund discussion until further information is received.

Water Budget Review (Squire, Weiss, McGinnis)

Water budget was discussed with the following changes:

- Clerical Supplies \$150 to \$350
- Maintenance Reservoir \$1,733 to \$6733
- Telephone \$0 to \$465

Money was added to the maintenance-reservoir line item as every five years the system needs to be flushed and this will happen after June 2018. In discussing the water revenue budget, B. Weiss noted that the Board can propose a basic flat fee per user with a residential and commercial rate which can be added to the next water bill. Discussion ensued regarding the user fees, basic fees and fixture fees with A. de Rham saying that the fixture fee is a surrogate for the amount of water used without having meters. He suggested looking at the State model that projects what the structure use for water is in gallons which is more accurate than a fixture count. B. Weiss noted that the Board knows the historical data on fixtures and can generate a budget figure from that, but the structure data (such as bedrooms, swimming pool, etc.) is unknown. M. McWayne suggested that when the new census is sent out to also collect the structure data needed. G. Kepler commented that the structure data is a better model and the flat rate fee is a good idea. M. Putnam expressed concerned about changing the billing and then changing it again when the meters are installed. R. Squire recommended that water billing should be done on a quarterly basis instead of annually.

A. de Rham moved and M. Putnam seconded to have the water tax billing be done twice a year. Motion carried 4-1 (R. Squire abstained).

Pending Bylaw Changes (Weiss)

- Definition of Commercial Water Customer
 1. Located in a commercial zone or mixed commercial zone
 2. Business license with the State of Vermont
 3. Not registered for a home occupation
- Restrictions for Water Users to Leaving the System

A. de Rham suggested that everyone within 200 feet of the main line in the service area pays a base rate even if they are not connected to the line. It was noted that this may encourage people not to drill a well if they still have to pay a base rate.

R. Squire moved and M. McWayne seconded to have J. Thrasher, Attorney, prepare Bylaw changes. Motion carried 5-0.

Old Business

- No response from electricians called regarding the firehouse alarm systems for Dorset and East Dorset firehouses.
- DFD and EDFD Fire Chiefs have not met

New Business

- R. Squire moved and M. Putnam seconded to approve Frank Parente's request to hook up the old firehouse to a water connection as long as the request is received in writing. Motion carried 5-0.

M. McWayne moved and M. Putnam seconded to adjourn the meeting at 10:30 p.m. Motion carried 5-0.

Respectfully submitted,

Nancy Aversano