



DORSET FIRE DISTRICT

Dorset Volunteer Fire Dept.
Dorset Water Co.

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DORSET FIRE DISTRICT #1

MONDAY ~ SEPTEMBER 10 2018

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

Absent: Greg Kepler (Kepler Engineering)

Others Present:

Ben Weiss called the meeting to order at 7:01pm.

Approval of August Minutes

On page 2 of the August 13th minutes, R. Squire noted that the words “*three phase electric*” in the second paragraph should have a hyphen between three and phase. R. Squire moved and S. Jones seconded to approve the August 13, 2018 minutes as amended. Motion carried 4-0.

Engineer’s Report (Kepler)

In G. Kepler’s absence, R. Gaiotti reported that the camera work on the well should begin this week and a completed summary should be available for the next meeting. This will be good data to have and construction should start next spring. The metering station data is showing a 40-50 GPM difference from reservoir to metering station. A. de Rham suggested that the problem may be due to a pulse/gallon setting as a leak of 40-50 GPM would be visible on the surface. J. McGinnis also said that he has not found any chlorine contamination. R. Gaiotti noted that the next step is to have G. Kepler and J. McGinnis review data and averages for a baseline. A. de Rham volunteered to donate an extra data logger, if needed. The Board reviewed Task #4.3 regarding service line extensions and costs. A. de Rham moved and S. Jones seconded to accept the Engineer’s report as presented. Motion carried 3-0. (R. Squire abstained).

Water Operator's Report (McGinnis)

J. McGinnis will be monitoring two leak areas (Village Green & reservoir) with Aaron this coming week. S. Jones moved and A. de Rham seconded to accept the Water Operator's report as presented. Motion carried 3-0 (R. Squire abstained).

Water Manger's Report (Gaiotti)

R. Gaiotti reported that he had a constructive discussion with the land owner regarding permission/agreements for power easements. It was asked if the Board would consider billing the private service line repairs as part of the quarterly water bill. The Board was not in favor of quarterly billing for repair bills unless there were unforeseen circumstances. A. de Rham was in favor of adding interest if repair bills were charged as a quarterly amount. The report was reviewed touching upon: well update, service agreement for hydraulic modeling, asset management grant, and metering station data. R. Gaiotti requested that the Board start to consider how to approach water main line replacement and the State's paving schedule.

Fire Chief's Report:

S. Hazelton read his report for the Department's calls for August 16 to September 20, 2018. There was one call for a carbon monoxide alarm where the Firemen forced entry and a door was damaged. Discussion regarding payment for repair of door damage and department entry policy/procedures ensued. A. de Rham suggested that a policy be enacted ~ such as for a fire alarm and key-holder is not present, entry into the building should be at the Fire Chief's discretion and for a carbon monoxide alarm, entry should take place no more than fifteen minutes wait time unless there is an imminent threat to life. B. Weiss will contact the building owner regarding the damaged door. S. Jones moved and R. Squire seconded to accept the Fire Chief's report as presented. Motion carried 4-0.

Fire & Water Financials (Gaiotti)

R. Gaiotti reviewed his report:

- Water District & Fire District cash on hand
- Thirteen accounts delinquent for water
- FY 18 audit completed – copies available for Board members.
- Delinquent fire tax amount down to \$5,748.51
- A. de Rham moved and S. Jones seconded to extend the \$50,000 loan from the Fire Department to the Water Company for one year ~ maturation date of the extended loan shall be August 27, 2019.
- R. Gaiotti will have a written overview of costs in the future
- Discussion of residential and commercial water rates – this year versus last year changes

A. de Rham moved and S. Jones seconded to accept the Fire and Water Financials as presented. Motion carried 4-0.

Old Business

- LTS Warning Letter ~ S. Hazelton explained that he would like to wait until the Firemen have a walk through the LTS buildings before writing a letter.
- Firehouse Painting & Siding Repairs ~ S. Hazelton said that siding repairs should be done this month and painting will be done in the spring.

New Business

- Consultant Billing Procedures (Squire) ~ discussion ensued regarding Kepler's billing practices and the inclusion of subcontractors on his invoices. It was explained that management of subcontractors, tailoring bills with tables which coincide with planning loan tracking and managing subcontractor entities were part of the Kepler invoicing package.
- A. de Rham notified the Board that he will be able to join the November, December, January, February, April and May meetings by phone.

S. Jones moved and R. Squire seconded to adjourn the meeting at 9:15 p.m. Motion carried 4-0.

Respectfully Submitted

Nancy Aversano