



# DORSET FIRE DISTRICT

Dorset Volunteer Fire Dept.  
Dorset Water Co.

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## DORSET FIRE DISTRICT #1

**October 12, 2020**

**(Via Zoom Call)**

**Present:** Ben Weiss, Chairman, Abbott de Rham, Roger Squire, Lee Fox, Rob Gaiotti (Town Manager), Shawn Hazelton (Fire Chief).

**Absent:**

**Others Present:** Greg Kepler, Robert Clark, Andy & Ginny Longacre

Ben Weiss called the meeting to order at 7:00pm.

### **Approval of August Minutes**

Lee Fox noted that the August minutes needed to paragraphs 5 and 6 of the Otter Creek monthly report should note: Phase 1A and Phase 1B. Lee Fox moved and Roger Squire seconded to approve the minutes as amended, motion passed 4-0.

### **Otter Creek Engineering Report:**

Robert Clark and Jason Laroque of Otter Creek Engineering were present to give an update about the design service work progress through the first few weeks. They noted that the field work is nearly done for the 30%-60% design plans and that the questionnaire has had a 30% response rate so far. They noted that some of the work remaining included design notes for septic systems and other site specific items that Kepler Consulting will be helping with. OCE is able to use an app that includes photos and Kepler will follow up with properties that don't reply to the questionnaire. Lee Fox asked if the project was still on schedule and Robert Clark responded yes. Lee Fox asked to get a copy of the questionnaire for reference. Ben Weiss inquired about the contract contingency for failing to meet the December 1<sup>st</sup> deadline to put in a permit to construct application. Jason Laroque noted that this type of contingency is normally something they shy away

from because it creates an adversarial relationship with the client. He noted that the was extremely confident that they would meet the 12/1 deadline and didn't see the need for the contingency, however he noted that if that made DFD feel more comfortable then they could include something. B. Weiss noted that DFD has had issues in the past with underperformance and didn't want to lose out on design costs if the application isn't made by 12/1. Discussion ensued and it was noted that OCE and DFD have the common goal of meeting the 12/1 deadline which all things are on track for. Roger Squire asked about information and response rates. Robert Clark noted that they have a base spreadsheet that is being used to store information gathered in both the field work and survey. He noted the surveys have a 30% response rate which is OK. Lee Fox asked about data being backed up. J. Laroque noted that all their information is backed up nightly for OCE.

### **Engineer's Report:**

Greg Kepler presented the monthly engineer's report. Notable items included information from the Source Protection Plan for the gravel well. He noted that the rock well had been included as an emergency source in the SPP and that would allow DFD to try and include it in the financing with the service line project. Kepler reviewed the previous information about working on the rock well development. Discussion ensued about the strategies, with costs running from \$20,000 to \$33,000. G. Kepler noted that the spring yield testing will have to go through a more formal process and that was confirmed with Rodney Pingree at the State. He noted that it probably doesn't make sense to start this process until spring as a year's worth of data is needed and winter is a challenging time to collect the data, plus DFD has the OCE design work going. Lee Fox moved and Abbott de Rham seconded to approve the engineer's report, motion passed 4-0.

### **Water Manger's Report:**

- R. Gaiotti gave the monthly operations report as noted:
- Valve at Barrows Heights & Dorset Hollow repaired
- Service calls from a few customers
- Springs continue to produce and the reservoir is full

Abbott de Rham asked about spring production rates and asked that the future reports include that information if possible. R. Gaiotti noted that operations staff are at the reservoir 1-2 times per week and DFD could ask them to record the spring flow from time to time.

### **Fire Chief's Report**

Chief Hazleton gave the monthly report for the Fire Department activities. He noted the calls for the month and the work done by the members. He noted the election of officers for the department: Chief Shawn Hazelton, 1<sup>st</sup> Assistant Jacob Gribble, 2<sup>nd</sup> Assistant Joe Clark. Chief Hazelton noted that the DFD board would need to approve of the slate formally.

**Water/ Fire Financials:**

R. Gaiotti presented the monthly financial information for Water & Fire Divisions. Fire continues to be in a strong position, and Water will need to look at cash flow moving forward to fund the design work being done by Otter Creek.

Lee Fox moved and Roger Squire seconded to approve the monthly financials, motion passed 4-0.

**Executive Session: Personnel:**

A. de Rham moved and R. Squire seconded to enter into executive session to discuss the Fire Department Officer appointments at 8:35pm. At 8:40pm the Board exited executive session. A. de Rham moved and Lee Fox seconded to approve the slate of Fire Department Officers as presented, motion passed 4-0.

There being no further business to discuss the meeting was adjourned at 8:45pm

Respectfully Submitted, Rob Gaiotti, Town Manager