

**DALTON FIRE DISTRICT BOARD OF WATER COMMISSIONERS' MEETING**

**December 5, 2019**

Present: Chair Jim Driscoll, Camillus Cachat, Michael Kubicki, Fire Chief Cahalan, Clerk Cheryl Cachat

Public: Members of the audience

Jim Driscoll called the meeting to order at 4:30 pm.

**General Business:** Jim stated the reason for the meeting is to review the four bids received for the replacement of the bay floor with an alternate add-on of the front apron replacement at the fire station

- Jim asked if all companies had met the bidding requirements
  - o Dan Downer (Hill Engineering) replied that one had not included the DCAM certification due to the fact they are a New York based company and that specific certification is thru the state of Massachusetts
  - o The only company that included all paperwork is Kurtz, the others will have to submit the documentation if chosen
- Jim asked for the notes to be explained
  - o Dan D. explained the notes are in regard to the timeframe and references to one of the requirements of the helical piers and then explained the ranking as listed on the summary
- Jim asked for confirmation that the District has 30 days to respond – confirmed from date of bid opening
- Cam asked if Dan was familiar with all companies – Dan stated he was with the 3 Massachusetts based, not with the HMA
  - o Dan has waited to check references until the Commissioners determine if the District will go forward with the project and if it will be just bay floor or if the alternate 1 portion of the project will be included
- Cam questioned if all companies had a bid bond as this had been an issue with a prior project
  - o All have submitted bid bond documents
- Chad Scovil asked what the position of the District was
  - o Jim said that the District is attempting to reduce debt and is being cautious with spending
  - o District is monitoring for any changes in the bay floor which would necessitate immediate action
  - o Discussion of history of the bids for the floor project and the increase in cost of each time the project was bid
- Dan D explained that if the floor portion was done and not the front apron (alternate 1) that there were other options for the apron that could be explored
  - o This was bid as “bullet proof” 10” thick concrete which increased the cost
  - o Utilize highway grade blacktop, could be done in phases
    - Need to seal pad accordingly to maintain exposure to elements and salt
- Shane Hope asked if best course of action is to try and outwait or bite the bullet and pay now
- Dan Downer asked how the movement of the floor is being tracked
  - o Jim explained that Water Superintendent has been monitoring for past 3 years
  - o Dan stated that even though movement is not detected as a fire department member the bays are out of DOT compliance due to oil & water separator not working
    - The bid plan includes tying into the ladder bay system

- Chief Chalan brought up the truck maintenance during the winter seasons that is not done due to bad drainage
- Brian Sears brought up the fact that the fire personnel are continually walking & tracking water/oil due to the poor drainage

Jim Driscoll closed the public comment portion of the meeting at 4:47pm

Jim Driscoll reopened the meeting at 4:51 pm with Commissioners, Fire Chief and Clerk present

- Discussion of what services Hill Engineering is providing for payment
  - o Not everyday project management, bidding and construction control
- Chief stated that a contract was signed for \$9,000
  - o Jim explained to Chief that he should not sign contracts
- Chief left the meeting
  
- Bids all are higher than anticipated, and free cash could be used to offset additional amount
  - o Discussion of at what level free cash should be maintained and the consequences to the District if too high or too low
- Commissioners concerned about the issues described during the public comments
  - o Personnel in standing water, truck maintenance, DOT/OSHA compliance
- Due to cost and other available options available as described by Dan Downer the decision is agreed on to not go forward with the Alternate 1 (front apron) at this time
- Commissioners are in agreement to proceed with the bay floor project
  - o Contact Hill Engineer for cost on project management
    - Jim Driscoll will contact Dan Downer for cost and to have him check references
    - All Commissioners to actively check in on project
  - o Discussion of amount needed from free cash
    - Lowest bid amount with 10% contingency
    - Additional funds to Hill Engineering possible
    - Decision agreed on of \$80,000 transfer from free cash
  - o Mike Kubicki will contact Fire Chief
    - Set up a committee to prepare a logistics plan for equipment and personnel during construction
    - Initial report to be presented at January Commissioner meeting
    - Final Plan at February Commissioner meeting

Jim Driscoll made a motion:

To award the bay floor replacement project to Kurtz, Inc. for the bid amount of \$173,690 waiving the alternate bid amount at this time, contingent on a special meeting approval to move \$80,000 from free cash to the bay floor replacement account.

Camillus Cachat seconded, Approved Unanimously

The clerk will post the special meeting for December 23<sup>rd</sup> at 6:00pm at the Fire Station

Jim Driscoll made a motion to adjourn at 5:32 pm, seconded by Mike Kubicki, passed unanimously

Respectfully submitted,

Cheryl Cachat  
Treasurer/Clerk