

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

**March 31, 2020**

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

Public: Troy Baroli, Chad Scovil, Chris Cachat

Jim Driscoll called the meeting to order at 6:30 pm.

**General Business:**

- Minutes
  - o Jim Driscoll made a motion to accept the minutes from February 25, 2020 as printed, Camillus Cachat seconded, approved unanimously
- Correspondence
  - o NEWM sent a copy of the proposed agreement for use of Tim Crane property for a landing area for the next timber sale.
  - o All Commissioners approved agreement, final copy will be forwarded for signatures

**Fire Department:**

- Reports attached
- Call volume has been down this month
- Schedule change for coverage due to outside staffing halted, the two full time fire fighter/EMT will split and 1 work 1<sup>st</sup> shift, the other 2<sup>nd</sup> shift. Departmental members will provide coverage for 3<sup>rd</sup> shift
- Telephone project is in still in process
- Bay floor Project
  - o Concern due to Hill Engineering shut down (not an essential business) oversight of project if started and availability of supplies to complete project
  - o Concern regarding Kurtz staff following COVID guidelines and ability to complete
    - Contingency plan for staffing if infected with COVID
  - o Commissioner asked if Kurtz did still anticipate starting?
  - o Asked Chief to contact Dan Downer and ask options, can the project be delayed to after May 5 (end of state mandated shut down)
  - o Check contract for any repercussion to delay of start
  - o If delay is an option, Jim Driscoll is available to sign letter

**Ambulance Report:**

- Agreed with Chief previous report, low volume of calls
- No non department staff is being used due to Covid-19 at this time
- Ambulance out for air conditioning maintenance at end of February

### **Water Department:**

- Propane tanks inspected
- Arrival of new truck delayed due to shut down & recall for computer upgrade
- Sander truck necessary repairs done
- New tire & alignment on truck 4
- Crane & Co backflow tests are scheduled
- Will begin hydrant flushing & six month meter readings next week
- Water connection to high school building project is complete
- Backflow preventor failed and high school, causing flooding
- Networking with surrounding towns for cross coverage if needing
  - In process of writing SOP for step by step
    - If staff are sent to other towns, track cost & time
- Staff still working on separate projects if possible

### **Treasurer's Report:**

- April residential billing is complete and mailed, \$450,000
- At this time no additional staff in business office

### **Budget FY21:**

- Fire Department Capital
  - o Front of building (driveway) hold off due to revenue projections
    - May revisit in fall and post special meeting
  - o FF gear dryer
    - Cost \$4,785
    - To be placed in old generator room in basement
    - Cam stated he was in favor due to published health reports
- Water Department Capital
  - o Replacement truck for 2008 (150k miles)
  - o 3500 equipped with poly sander and plow
  - o Cost \$46,092
- Commissioners
  - o Agreed to enter in the budget the dryer at \$5,500 from free cash
  - o Agreed to enter in the budget the truck at \$50,000 from water available surplus
  - o Due to decreased revenue the line item for water main improvement will be eliminated to balance the water department portion of the budget

Next meeting will be scheduled & posted as needed

Jim Driscoll made a motion to adjourn at 7:12 pm, seconded by Cam Cachat, passed unanimously

Respectfully submitted,

Cheryl Cachat  
Treasurer/Clerk