

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

**February 26, 2019**

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

Public: Ray Ferrin, Chad Scovil

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 January 29, 2019 as printed, Camillus Cachat seconded, approved unanimously
- Budget 2020
  - o Basic budgets review will be this week, departmental meetings will be scheduled

**Ambulance Report:**

- February ambulance calls totaled 35 with 2 calls not covered
- Year to date 94 calls

**Fire Department:**

- 142 calls year to date
- Truck 1 (ladder) was inspected
  - o A class 1 failure was found (cylinder leading), out of service till repaired
  - o Have arranged repair with Shakerley, 2-5 days
  - o Shakerley will look at Class 2 failures to see if a quick repair is possible while they have the truck
- The new pickup truck is fully equipped and in service

**Water Department:**

- Printed report from Water Superintendent attached to official minutes
- Garrett Daly is released from employment as of 02/25/2019 while still on probation

**Treasurer's Report:**

- A motion was made by Jim Driscoll to appoint Cheryl Cachat the District Treasurer for fiscal year FY19, seconded by Mike Kubicki, approved by Jim Driscoll and Mike Kubicki, Cam Cachat Abstained
- A motion was made by Jim Driscoll to appoint Cheryl Cachat the District Clerk for fiscal year FY19, seconded by Mike Kubicki, approved by Jim Driscoll and Mike Kubicki, Cam Cachat Abstained
- The Management Letter from the FY18 Audit was handed out to the Commissioners. The letter contains the description of any deficiencies found during the audit. The only item is the

segregation of duties finding, this is included in every audit due to the fact this is a single person business office.

- The full financial portion will be handed out when received from Scanlon & Associates
- The engagement letter for Scanlon & Associates for FY19 was presented. The Chair signed for acceptance.
- The medical insurance rates for FY20 were reviewed. The quotes were for a 1.75% increase in medical and a 4.83% decrease in dental rates. The Chair signed for acceptance of the rates.
- Audit of the residential accounts water rates is almost complete.
  - o Approximately 100 changes have been found
  - o The plan is to notify each homeowner over the summer with letter of the change to the account (increase/decrease) and include a copy of assessor report
  - o The district will now match the assessor records information

The March meeting will be March 26, 2019 at 6:30pm

Jim Driscoll made a motion to adjourn at 6:50 pm, seconded by Mike Kubicki, passed unanimously

Respectfully submitted,

Cheryl Cachat  
Treasurer/Clerk