

DALTON FIRE DISTRICT BOARD OF WATER COMMISSIONERS' MEETING

July 31, 2018

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

Public: Al Nadeau

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 June 26, 2018 as printed, Camillus Cachat seconded, approved unanimously
- Correspondence
 - o Email from Ed Denham regarding a meeting with Mass Wildlife to review a timber harvest, will keep the District informed
 - o Request for temporary water rate reduction from Kevin Favre, 97-99 Carson
 - Single shut off to building
 - Concern about creating a precedent for future
 - Similar to prior request regarding in-law apartments
 - Jim Driscoll made a motion to deny the request for a reduced rate for 97-99 Carson Avenue, Cam Cachat seconded, passed unanimously

Ambulance Report

- o No report

Fire Department:

- Report on Fire Department call volume handed out for the month of July
 - o Noted only 4 members of department answer ambulance calls, all other calls covered with paid personnel
- Read email received from Steve Sears regarding an event at the Stationery Factory that created a parking issue
- Working on purchase of capital projects for FY19
 - o Truck is on order
 - o Scott Packs are received
 - o Working on Generator Bid
 - o Lighting upgrade being scheduling
- Cam brought up insurance liability of District with majority of ambulance being paid staff
 - o Association has own insurance policy per Chad Scovil at a prior meeting
 - o District will request Certificate of Insurance naming the Dalton Fire District as insured as we would any other organization utilizing building/property on a regular basis (ex: SnowSeekers)

Water Department:

- Printed report from Water Superintendent attached to official minutes
 - Get pricing for a service contract for Scada System

Treasurer's Report:

- Auditors requested District enact a formal Debit Card Policy
 - o Commissioners approved Policy as handed out
- Audit will be presented at the August meeting
 - o No findings other than the 1 person processing all money
 - o Planning audit of FY18 for end of August
- Annual update of the FY19 water department wage steps

Other New Business:

- Discussion of Water reorganization
 - Decision of Jamie Callahan decision to not leave district employment started discussion of possible changes
 - Enact some maintenance changes
 - Not paint hydrant every year
 - Contract mowing & trimming
 - o Bob to get pricing
 - Building maintenance contract
 - Due to small staff have been in maintenance mode, not proactive
 - Put together costs for part time rounds person versus full time help
 - Full time able to fill in when needed for vacation/sick
 - Evaluate best use of resources, summer help needed?
 - Summer help is hired as seasonal, need to plan the duties accordingly

Next meeting will be August 28, 2018 at 6:30pm

Jim Driscoll made a motion to adjourn at 7:18 pm, seconded by Mike Kubicki, passed unanimously

Respectfully submitted,

Cheryl Cachat
Treasurer/Clerk