

DALTON
FIRE
DISTRICT

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20 FLANSBURG AVENUE
DALTON, MA. 01226

DALTON FIRE DISTRICT BOARD OF WATER COMMISSIONERS' MEETING

June 25, 2024

Present: Jim Driscoll, Camillus Cachat, Melanie Roucoulet, Water Superintendent Bob Benlien, Chief Christian Tobin, Tom Murray, Dan Filiault, Charlotte Crane, Chris Cachat

Public: Sabrina Damn-iberkshires, Tom Irwin, Don Davis, Rob – Dalton TV

James Driscoll called the meeting to order at 6:40 pm.

General Business:

- James Driscoll made a motion to accept the minutes from the April 30, 2024, and May 28, 2024, meetings as printed, Cam Cachat seconded, approved unanimously.
- James Driscoll made a motion to accept the bid from Renuus and move forward with the installation of cameras to the outside of the Fire Department, Cam seconded, approved unanimously.
- Tom Irwin gave a presentation on the three possible costs, and layouts of a new fire station if the Water Commissioners decide to move forward with this project. James Driscoll would like to evaluate all the options, and have the engineering company that Tom suggested come take a look at the Dalton Garage for us. Tom Irwin will be creating a letter of intent for the Water Commissioners to sign stating that they would like to look at the building.
- Chalotte Crane would like to add the discussion of the Bylaws to the next meeting.

Ambulance:

- We responded to 138 calls in June.

Fire Department:

- James Driscoll made a motion to engage with Berkshire Regional Planning Commission to conduct a self-evaluation and plan for ADA/ADAA compliance not to exceed \$5,000.00. Cam seconded, approved unanimously.
- Jim Driscoll made a motion giving authorization to return the SAFE and Senior SAFE grant funds in the amount of \$7,730.00. Cam Cachat seconded, approved unanimously.
- James Driscoll made a motion to approve the ALS Intercept agreements with Lanesboro, Hinsdale and Windsor, Cam Cachat seconded, approved unanimously.
- James Driscoll made a motion to approve the continued employment agreements with the two new fire department employees. Cam seconded, passed unanimously.
- The board will be reviewing the New District Handbook, then will hold a meeting next week with any questions or concerns. The handbook will be dated back to July 1, 2024.
- James Driscoll made a motion to approve the New Employee policies 100 through 108 and 800 OSHA respirator. Can seconded, passed unanimously.
- Effective July 1, 2024 all service fees for the ambulance have been updated.

- Pump and Ladder testing has been completed, all apparatus has passed.
- The RMV revoked a red light permit for a previous employee.
- All Storage containers at the training site have been cleaned out and power washed.
- Letter from Cain Hibbard regarding the use of ambulance user fees.
- The Fire Department has been attending several events, including Memorial Day parade, Dalton Road Race, school evaluations, Bike Rodeo ect.

Water Department:

- Blackflow Testing has been completed.
- Hydrant flushing is completed.
- Completed 2023 Consumer Confidence Report.
- Berkshire Eagle Print mail will now be sending out the CCR.
- New Meters have now been installed at 3 of the mills.
- Two new employees were hired, One as full time, one as summer help, they are working out great.
- Water leak on High Street that was taken care of.
- Bob attended the basic cyber security class.

Treasurer's Report:

- All late bills for semiannual commercial properties have been mailed out.
- Accountant has been working on end of year reports
- With several new hires between the water dept and the fire dept I have been very busy with all the onboarding paperwork for payroll, insurance ect.
- Monthly Financials Attached.
- Discussion on buying new accounting software, We are now using Quickbooks that is not a fund accounting software that handles budgets. Bob will encumber the funds from FY24 to contribute his half of the new accounting software.
- James Driscoll made a motion that we will invest in Vadar for our new accounting software, Cam seconded, passed unanimously.

James Driscoll made a motion to adjourn the meeting at 7:28pm seconded by Cam Cachat, passed unanimously.

The next meeting will be July 30, 2024 at 6:30pm

Respectfully submitted,

Melanie Roucoulet

Melanie Roucoulet
Treasurer/Clerk

