

DALTON  
FIRE  
DISTRICT

(413) 684-6118 Treasurer  
(413) 684-6124 Water  
(413) 684-0500 Fire  
(413) 684-6126 Fax

20 FLANSBURG AVENUE  
DALTON, MA. 01226

---

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

**September 30, 2025**

Present: James Driscoll, Camillus Cachat, Michael Kubicki, Clerk Melanie Roucoulet, Water Superintendent Bob Benlien, Dan Filiault, Dennis Croughwell, Charlotte Crane, Chris Cachat

Public:

James Driscoll called the meeting to order at 6:00 pm.

### **General Business:**

- James Driscoll made a motion to accept the minutes from the August 26, 2025, meetings as printed, Cam Cachat seconded, approved unanimously.
- Dan Filiault has been in contact with the Williamstown and Adams Prudential Committees looking at job descriptions. Also has sent out copies of all the bi-laws.

### **Ambulance/Fire:**

- In the past month we have responded to 130 calls, most of them EMS calls. We have started doing EMT details at Wahconah for several sporting events.
- We are still looking for more per diem paramedics, But we do have 2 brand new home grown EMT's Owen Hoffman and Jordan Anderson who both just received their EMT.
- Engine 3 had a fuel leak, The forestry skid unit has been placed on the back of Utility 11 and is ready if needed. One of the new Bay doors closed on top of the engine. It has since been fixed and the doors now have stop lights to show when the doors are fully opened.
- Several employees will be attending the Officers I class in Huntington.
- James Driscoll made a motion to adopt Policy 118 (per diem employee status), Cam Cachat seconded, passed unanimously.
- 

### **Water Department:**

- Lead & Copper samples have all been completed
- The town is Repaving Pease Ave., Diamond Terr., Ruby Terr., Tower Rd. we worked on marking out all gate boxes.
- The Highway Dept. repaired a drain line on Pleasant St at High St. We marked out the Water mains and monitored the project.
- Mass DOT caused a break in a catch basin on North St. while cleaning the catch basin. We were able to tighten the wrap and stopped the leak.
- 629 Dalton Division Rd. Connection.
- Stock house Improvements.

- Service Line Inventory Has been accepted

**Treasurer's Report:**

- For the FY25 water bills there were 21 properties put on lien with the town hall equaling \$8,211.59
- All semi-annual water bills for water covering October 1, 2025 through March 31, 2026 have been processed and sent to Zip and Sort to be mailed on September 30, 2025. Total billing was \$445,655.00.
- The monthly financials were handed out in your packets which are for July 1<sup>st</sup> through August 30<sup>th</sup> 2025.
- Harper's is all set to start processing payroll for the next payroll cycle. In my opinion this was an excellent decision by the district to outsource payroll.
- The yearly Nielsens W/C audit and USDA reports were completed and mailed out for FY25.

**Other Business:**

- James Driscoll announced that the commissioners had an executive session meeting and accepted all executive session minutes that have not been accepted, minutes have been posted if approved.

James Driscoll made a motion to adjourn the meeting at 6:44pm seconded by Cam Cachat, passed unanimously.

The next meeting will be October 28, 2025 at 6:30pm

Respectfully submitted,  
Melanie Roucoulet  
Treasurer/Clerk

