

Wednesday, September 25, 2019 – 4:00 PM

Meeting Minutes

Water Department Meeting Room

438 Granby Road

South Hadley, MA 01075

In Attendance: Prudential Committee (PC) Chair Bruce Perron, Board of Water Commissioners (BOWC) Chair William Schenker, Interim Clerk Treasurer Ira Brezinsky, Chief Robert Authier, Water Department Superintendent Jeffrey Cyr, Fire Department Captain Kurt Schenker, Firefighter/Paramedic Chase St. Andre, Community Resident Mitchell Malinowski

CALL TO ORDER

Perron called the meeting to order at 4:00 PM

CHARGE OF THE COMMITTEE

This was the first meeting of the Bylaw & Policy Adhoc Advisory Committee (BPAAC). The meeting began with discussion about the role and expected outcomes of the committee. Cyr asked what the issues are. Perron responded that roles and responsibilities regarding finances need to be clarified. Historically, the PC is responsible for oversight of the Fire, Ambulance, and Admin budgets, and the BOWC is responsible for the Water Department budget. All budgets are initially submitted by approved department heads, followed by review by the appropriate committees, and finally approved by the Annual District Meeting. Perron stated that District Legal Counsel has written an advisory suggesting that the PC has jurisdiction over finances for all finances. This needs to be further investigated by the BPAAC.

Perron asked those in attendance for additional topics that should be discussed. He stated that some people feel the current bylaws are “archaic” and need to be updated.

The suggestion was made that District Moderator and Counsel, Mark Beauregard, should be invited to join the committee. All agreed. Cyr will reach out to him and ask if he is willing.

APPOINTMENT OF OFFICERS

Following a brief discussion, Brezinsky nominated and Authier seconded to appoint Cyr as Chair. Cyr nominated and Perron seconded to appoint Brezinsky as Clerk. Both appointments approved unanimously. Chase St. Andre will represent the Firefighter’s Union and Kurt Schenker will be the alternate.

The expectation is that the committee will be in existence for more than six months.

EXPECTATIONS

Meetings of the BPAAC will normally be at the Water Department Office on Mondays, time to be determined.

Although there may be some suggestions for bylaw changes prior to the next Annual Meeting, a complete review and recommendation of all bylaw changes will not take place until a later time. All questions for Legal Counsel will be directed through the Chair. Individual members should not be contacting Legal Counsel directly.

The committee will research other district's, cities and town's bylaws.

ADDITIONAL ISSUES TO BE REVIEWED

Policies regarding survivor health insurance benefits
Policy manuals
Employee handbooks
Operational oversight of each department
"Strong Chief" policies and procedures
Conflicting language in the bylaws regarding approval of warrants – PC v. BOWC
Section 16 – No Assistant Superintendent
Process and rules for promotions. What should be in bylaw versus policy or contract?
Date of Annual Meeting
Elected versus appointed Clerk Treasurer
Clearly defined roles and responsibilities of PC and BOWC.
Eligibility for participation in District health insurance

NEXT MEETINGS

The next meetings are planned for October 7 and 28 at 4:00 PM.

ADJOURNMENT

Motion: W Schenker moved and Perron seconded to adjourn at 4:47 PM. Motion carried unanimously.

Respectfully submitted,
Ira Brezinsky
District #1, Interim Clerk Treasurer

