

PRUDENTIAL COMMITTEE FIRE DISTRICT #1
144 Newton Street
South Hadley MA 01075

Prudential Committee Minutes

Date: 11-12-2020

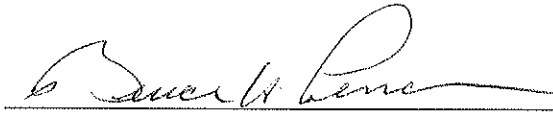
Call to order: 4:31pm

Members present: John Wojciechowski- Chair
Bruce Perron Clerk
Terie Fleury – Clerk/Treasurer
Robert Authier- Fire Chief
Jeff Cyr
Kevin Taugher- Member (virtual)

- Bob reports the October 2020 calls for service as: fire: 65, and EMS: 186; and the year-to-date calls as of 11/09/2020 as: fire: 493, and EMS: 1889, for a total of 2,382 calls, comparable to last year as of 11/09/2019 where the calls for fire were 468 and the calls for EMS were 1,933, for a total of 2,401 calls. Bob also reports the October 2020 inspections as: business: 23, smoke/CO: 24. Additionally, he reports that the department responded to several calls for service during the windstorm on 10/07/2020 and both a shooting and fatal car accident on 10/27/2020.
- John gives the adjustment amount of \$198,811.15. KT moves to adjust the (<inaudible 00:15:10> ambulance receipts?) for October 2020 in the amount of \$198,811.15. Bruce seconds. 3-0 approved.
- Update on Clerk Treasurer's Report: Terie has been talking with Tom Scanlon about the end-of-year/beginning-of-year and working with the District 2 Clerk Treasurer. She got her credentials with Gateway, the agency that certifies free cash. She has been gathering her figures for free cash and working with Soft Right. She has also been getting in touch with the town about the taxes report. She also needs to get in touch with Missy, the assessor, because there is a report she needs from that office. Additionally, she has been talking with Tom Scanlon, and she has learned there is a \$10,391.20 balance owed to the attorney's office for different items that was a 2020 bill. According to Scanlon, he would like the committee to go into a special meeting to pay for prior-year expenses. The money cannot come out of free cash because it is not yet certified, so it would have to either be "raise and appropriate" or come out of a transfer out of stabilization. There is also a bill for September, October, and November. Terie has been trying to get in touch with the billing individual at the attorney's office to get a figure on it. She will keep the committee up-to-date when she hears back about the remaining bill.

- Bruce moves to approve Terie communicating with Mark Beauregard (sp?) to see his availability and tentatively pick a date to come back and approve at the next meeting. KT seconds. 3-0 approved.
- Jeff suggests reverting back to the old style budget system prior to last fiscal year. Using this system, the budgets were all done by February in order to give the Clerk Treasurer enough time to assemble the annual meeting book, inclusive of the proposed budget for the next fiscal year.
- KT moves to approve the minutes of the meeting for 10-21-2020, with the correction of "Kari." Bruce seconds. Unanimous approval.
- Jeff discusses how the district has been engaged with Cellco Verizon on the Industrial Drive water tank since 1993. He reports that they are coming up on the last year of their last 5-year agreement, and that they reached out to ask the committee to extend another 4 5-year terms (for a total of 20 years). Jeff would like signatures to approve this.
- KT moves to sign off the amendment #8 to the agreement with Verizon as identified by the Water Superintendent. Bruce seconds. 3-0 approved. The amendment is signed and dated by all, with the exception of KT who will sign later.
- Discussion of Chief's job description: KT would like a detailed job description for "ambulance director," including an outline of what the roles and responsibilities are. He would also like to know the difference in responsibilities between the EMT coordinator and the ambulance director. John will have the Chief clarify these job descriptions, roles, and responsibilities in writing.
- Unforeseen business: John reports that Brenden is going to have something for the end of the month. Leading into the December 2020 meeting, Brenden will be there to discuss policies and procedures. He will have a draft and recommendations.
- John also addresses the miscommunication about virtual meetings. He clarifies that he feels the general public should continue to participate in meetings virtually while the prudential members (excluding KT or any others, should they decide they would prefer to participate virtually) continue to meet in-person while maintaining social distance.
- Bruce would like meetings to be fully virtual, and although no motion is made, it is agreed that the meetings will be fully virtual. Because Brenden is attending the December 2020 meeting, prudential members will check with him to make sure there is no confidential information that would require an executive session.
- The next meeting is scheduled for 12/16/2020 at 4:30pm.
- KT mentions that another meeting the committee will also have to consider is the classification hearing for the tax rate, which is predicated on having all of the state forms submitted and approved.

- Bruce moved to adjourn at 5:45pm, KT seconds, unanimous affirmation.

A handwritten signature in cursive script, appearing to read "Bruce H. Perron", written in black ink.

Bruce H. Perron

P.C, Clerk