

Minutes Approved May 22, 2019

**WEST BARNSTABLE FIRE DISTRICT**  
**PRUDENTIAL COMMITTEE MEETING**  
**APRIL 17, 2019**

Present: Fire Chief Joe Maruca, Prudential Committee members Ed Smith, Van Northcross and Stuart Schulman, District Treasurer Ray Pirrone, District Accountant Susan Rao, District Clerk Elaine Grace, District Moderator Kate Mitchell, Water Commissioner Arne Ojala.

The meeting was called to order at 4:00 PM by Chair Ed Smith.

The Pledge of Allegiance was recited by all present.

***Mr. Schulman motioned, Mr. Northcross seconded, and it was unanimously voted to approve the minutes of March 27, 2019 as written.***

**Clerk's Report**

District Clerk Elaine Grace noted that the Annual Reports booklet was mailed to 1663 District voters on Friday, April 12, 2019. The FY 2020 Warrant was published in the Barnstable Patriot on Friday, April 5, 2019. Set up for the District Meeting will begin at 4 PM at the Community Building on Wednesday, April 24, 2019.

**Water Commissioners' Report**

Arne Ojala reported that the meeting held last Saturday, April 13, 2019 went well and people were appreciative of the information given by the Water Commissioners and Prudential Committee member Van Northcross. Mr. Ojala offered the idea that perhaps District representatives could be elected to attend the Annual Meeting, similar to Town Meeting representatives and that might solve the quorum issue.

Mr. Ojala reported that according to the DEP, any use of Well #15-75 would require a new source application, extensive filing, and another pumping test. The Water Commissioners held a formal meeting and voted not to pursue anything further at this time, since they are not sure if they have status to go forward. The Chief responded that District Counsel Charles Sabatt is still researching ownership of the well, the irrevocable permanent easement and the status of the paperwork that was to be filed by the Town of Barnstable.

Mr. Ojala suggested talking to the Town's Board of Health regarding the possibility of using the well for water at the Fire Station.

**Treasurer's Report**

The following Warrants were approved for payment:

PR19-41	24,516.66
PR19-42	12,884.38
PR19-43	576.71
PR19-44	19,247.11
AP19-29	14,788.58

Treasurer Ray Pirrone reported that the District is in good shape, the budget in is line Tax revenue, although down 2% is on schedule. Ambulance receipts are 15% above, but runs are down. The Chief reported that the two low months he reported previously were due to a processing error by ComStar, which has been corrected. The Chief, Mr. Pirrone, and Susan will be having a follow-up meeting with the Auditors in the next week or so.

**Review and Assignment of Motions for Annual Meeting**

An error in Article 11 was noted by District Accountant Susan Rao and will be corrected.

Assignments as are follows:

Article 1	Ed
Article 2	Van
Article 3	Stuart
Article 4	Ed
Article 5	Van
Article 6	Stuart
Article 7	Ed
Article 8	Van
Article 9	Stuart
Article 10	Ed
Article 11	Van
Article 12	Stuart
Article 13	Ed
Article 14	Van
Article 15	Stuart

**Personnel Policy Changes and MEPA Compliance**

The Chief presented two amendments to the West Barnstable Fire Department Personal Policy:

Section 6.1.1 is hereby struck out in its entirety and a new Section 6.1.1. is inserted in place thereof:

6.1.1. All service staff and part-time Firefighting/EMS staff shall be entitled to receive sick leave each fiscal year for non-service connected sickness or injury.

Section 6.1.2 is amended by adding the following language:

“For any part-time employee working less than 16 hours per week, said employee shall earn 1 hour of sick time for every 30 hours worked, not to exceed a total of 40 hours per fiscal year.”

Section 12.1 is amended by adding the following language:

“For part-time employees who do not work a set schedule each week, the number of paid vacation hours per week of vacation will be based upon the average number of scheduled hours the employee has worked the previous year. For part-time employees who do not have a prior year of service to determine their average number of scheduled hours, then vacation time will equal ten (10) hours.”

***Mr. Schulman motioned, Mr. Northcross seconded, and it was unanimously voted to adopt the changes to the West Barnstable Fire District Personnel Policy as presented, effective April 17, 2019.***

The Chief reminded everyone to sign up for MCPPO Training to be held at COMM Fire Headquarters on May 14, 2019 from 5:00 to 8:00 PM.

The Chief noted the Clerk's job description and compliance with MEPA guidelines needs to be updated.

Mr. Northcross noted he will not be able to attend the next regularly scheduled Prudential Committee meeting on May 15, 2019. It was agreed to move the meeting to May 22, 2019.

**Fire Chief's Report**

- a. **Quarterly Performance Reports** – no discussion.
- b. **Emergency Calls** – Nothing unusual
- c. **Community Events** – Very successful Spaghetti Supper – over 300 in attendance. Magic Show held today at the Fire Station by the Barnstable libraries was standing room only – over 200+ in attendance. The Barnstable County Fire Academy is using the Fire Station for training.
- d. **Grant Applications** – The Chief reported the radio grant is at Peer Review level and is in the queue for funding. He has applied for two (2) AmeriCorps interns for next year.

**Deputy Chief's Report**

In the Deputy's absence, the Chief reported that the new pickup truck arrived yesterday. It was partially paid for through Fire Department fundraising. The old pickup was traded in at Colonial Ford. Magnetic door closers have been installed on all doors in the station, and will automatically close in case of fire. The war against water in the basement continues.

Chief Maruca touched on the Notre Dame fire in Paris and noted that he is still meeting with West Parish about fire prevention at the 1717 Meetinghouse. They are still opposed to installation of a sprinkler system. However, the 20,000 gallon water tank on the Village Green is being replaced with a bigger tank.

***At 5:21 PM, Mr. Northcross motioned, Mr. Schulman seconded, and it was unanimously voted to go into Executive Session for the purpose of collective bargaining, and not to return to Regular Session.***

Respectfully submitted,

Elaine Grace, District Clerk