

WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MINUTES JULY 14, 2020

PRESENT: Prudential Committee members Van Northcross, and Stuart Schulman; Chief Joseph Maruca; District Treasurer Ray Pirrone; District Accountant Susan Rao; Nanette Jacobs, Records Access Officer; District Clerk Elaine Grace, and guest Tony Roselli, CPA, of Roselli, Clark & Associates, who attended the meeting via ZOOM. Prudential Committee member Ed Smith was absent.

CALL TO ORDER:

Chairman Van Northcross called the meeting to order at 4:05 PM. The Pledge of Allegiance to the Flag was recited by all present.

AUDIT RFP:

Tony Roselli of Roselli, Clark & Associates made a presentation about his firm's ability to do the FY2020 audit of the West Barnstable Fire District. His firm focuses on municipal audits and lists 70 cities and towns and special purpose entities as clients, including Barnstable Fire District and Cotuit Fire District. He explained the target date for West Barnstable would be March 31, 2021 but also stated that if hired, they would begin accepting documents as soon as West Barnstable is ready. However, West Barnstable still needs to get FY2019 wrapped up before they can begin. Pricing for the audit would remain at \$13,200 for three years – FY20, FY21 and FY22

Mr. Northcross motioned, Mr. Schulman seconded, and it was unanimously voted to execute a contract and engage Roselli, Clark & Associated to perform the FY2020 audit of the West Barnstable Fire District.

PRUDENTIAL COMMITTEE ANNUAL REORGANIZATION:

Mr. Northcross was re-elected Chairman of the Prudential Committee for FY2021.

CLERK'S REPORT:

Stuart Schulman motioned, Van Northcross seconded, and the minutes of the regular June 17, 2020 Prudential Committee meeting were unanimously accepted as written.

PUBLIC COMMENT:

No public present to comment.

TREASURER'S REPORT:

Mr. Northcross related that he had a cordial conversation with Rob Lynch concerning the FY2019 audit. The apparent issue was money – Mr. Northcross feels that it's probably a good thing that we are discontinuing the relationship and on good terms.

District Accountant Susan Rao reported that nothing new has transpired with MEMA/FEMA regarding COVID 19 reimbursement.

COVID-19 OPERATIONAL REPORT & RECOMMENDATIONS:

- Chief Maruca reported the \$4000 grant submitted for EMS PPE equipment has been received which will provide a 3-4 month's supply of equipment.
- More in-person recruit training is occurring at the fire station.

- Call volume has been busy – moments ago, the department is left on its third emergency run of the day.

PERSONNEL POLICY MANUAL AMENDMENT:

The amendment was adopted and effective as of July 14, 2020.

Mr. Schulman motioned, Mr. Northcross seconded, and it was unanimously voted to amend the West Barnstable Fire District Personal Policy as follows:

Section 4.1.13 hereby struck out in its entirety.

Section 410.1 hereby struck out in its entirety.

SEMI-ANNUAL REVIEW OF CHIEF'S CREDIT CARD REIMBURSEMENTS:

The Prudential Committee reviewed the Chief's reimbursements and there were no questions or concerns. Everything is in order.

STRATEGIC PLANNING:

A follow up meeting with the Strategic Planning Committee will take place during the regular August 19th meeting of the Prudential Committee. Discussion will focus on District revenue sources and succession planning. The Chief also advised he would be inviting James Rowen to the August meeting for a review of Wbfd culture, attitudes and morale. Mr. Rowan has previously met with Fire Department and District staff.

Chief Maruca shared some West Barnstable demographic data which gives a snapshot of the community. There is an uptick of the 20-29 age group, which coincides with the average age of volunteer recruits. The real estate market is on fire on Cape Cod right now. There are currently 200 buildable lots available which could increase the population by 400-500 people. During the last decade, new homes in West Barnstable have averaged one or two per year.

FARMER'S MARKET UPDATE:

On hold for the time being.

CHIEF'S REPORT:

- Lieutenant Luke Walsh started working the day shift, Tuesday through Friday, on June 29, 2020.
- New carpeting has been installed upstairs in the bunk room.
- New recruits have assumed limited service on the ambulance.
- The Chief was recently elected to the Board of Directors of the Barnstable County Fire Chief's Association.
- Call volume is up – on track for a busier year.

DEPUTY CHIEF'S REPORT:

Deputy Chief Dave Paananen is in Rochester, NY, evaluating the used ladder truck that is for sale.

The next regular Prudential Committee meeting will be on August 19, 2020 at 4 PM.

There being no further business, Mr. Schulman motioned, Mr., Northcross seconded, and the meeting was adjourned at 5:41PM.

Respectfully submitted,
Elaine Grace, District Clerk

