

WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MINUTES - MAY 19 2021
WEST BARNSTABLE FIRE STATION HEADQUARTERS
2160 MEETINGHOUSE WAY, WEST BARNSTABLE, MA -2668

PRESENT: Prudential Committee members Van Northcross, Stuart Schulman and Ed Smith, Chief Joe Maruca, District Clerk Elaine Grace, and District Treasurer Ray Pirrone attended in person. District Accountant Susan Rao attended via ZOOM. Deputy Chief Paananen was absent.

CALL TO ORDER:

Chairman Van Northcross called the meeting to order at 4:06 PM. The Pledge of Allegiance was recited by all present.

CLERK'S REPORT:

Mr. Smith motioned, Mr. Northcross seconded, and it was voted, in a roll call vote, to accept the minutes of the April 21, 2021 Prudential Committee meeting as written.

ELECTION/ANNUAL MEETING REVIEW

It was unanimously agreed that the Annual Meeting went well. The Clerk noted that the efforts of Susan Rao, Heather Scozzarelli and Nanette Jacobs with counting the election ballots was a great help in getting the meeting started on time.

PUBLIC COMMENT:

There was no public comment.

TREASURER’S REPORT:

The following Warrants were approved for payment:

PR 21-43	27,101.07
PR 21-44	27,595.09
PR 21-45	21,600.55
PR 21-46	14,214.83
AP 21-23	38,617.89
AP 21-24	16,826.59
AP-21-25	9,877.29

Mr. Pirrone advised that tax revenue has caught up, with recent high collections, and is 92% on budget. Although ambulance revenue is below last year, it is ahead of budget. Salaries are on budget, call, part-time, and overtime are below budget. Treasurer and Accountant budget may need a transfer of about \$2500 in June. Overall, the budget is in excellent shape and there are no concerns or issues.

Cash is reconciled including tax accounts which are reconciled through December 2020. Mr. Pirrone is working on Policy Development and minor housekeeping issues per the audit and will report progress at the June meeting. Ms. Rao commented that this year’s audit process was a breath of fresh air. Cotuit Fire District has an auto file backup program that the Treasurer and the Accountant are looking into for West Barnstable. The Chief is also looking at archival programs for email, the web page, and so forth.

AMBULANCE BILLING/REVIEW:

Chief Maruca reported that the downturn appears to have stopped. We are ahead of budget. Only one write-off this month. April has seen 15 transports so far, same as last April, which was the lowest ever. The District should be receiving about \$23,000 from the state’s ambulance recovery program sometime in June.

DEPUTY CHIEF JOB DESCRIPTION/REVIEW DOCUMENTS:

The Chief will provide the documents for discussion at next month's meeting

SUCCESSION PLANNING/REAPPOINTMENT - FOR CLERK, TREASURER, CHIEF & DEPUTY:

The Chief provided a proposed appointment/reappointment schedule for District officials for discussion and review.

CHIEF CONTRACT:

The template the Chief is using is based on the Barnstable Fire Department's contract. The Chief provided a copy of the 2005 Chief Contract for historical reference. The Chief and the Deputy Chief will be attending a seminar on Fire Chief contracts on June 9th and the Chief anticipates finalizing a Chief's contract at the June Prudential Committee meeting.

PILOT PROGRAM:

Mr. Smith motioned, Mr. Northcross seconded, and it was unanimously voted, in a roll call vote, that the West Barnstable Fire District adopt the Payment in Lieu of Taxes Program as set forth in the document titled "Payment in Lieu of Taxes (PILOT) Program, West Barnstable Fire District, May 19, 2021, effective July 1, 2021.

COVID 19 PANDEMIC OPERATIONAL REVIEW/UPDATE:

As of Saturday, May 29th, Governor Baker is dropping most Covid-19 restrictions, including mask wearing for vaccinated people. The Fire Department will reopen the building after June 15th and will once again be open for normal operations, such as blood pressure checks, and so forth.

INFORMATIONAL ITEMS/ITEMS ON HOLD

Farmers Market: Nothing to report - still on hold.

Well Tests & PFAS: No update from Water Commissioners

Route 149 Overpass Repairs:

Chief Maruca attended a pre-construction meeting on April 28, 2021. No construction beginning until fall - completion date is 2023. There will be no construction each year

between Memorial Day and Labor Day. Bridge may be closed down late in construction for 3-4 days. A traffic camera will be installed at the Sandwich side base of the bridge after the exit ramp. It will be a live feed, but will not be recording. There will be a conduit for water as part of the construction. The flag setup on the bridge obstructs the view of Route 6 below and is an issue. The Chief will be meeting with Representative Steve Xiarhos regarding the flag issue on Friday, June 22nd. A solution may be to make flags smaller, out of metal and mount somewhere on the bridge following reconstruction.

FIRE CHIEF'S REPORT:

- The Fire Department will hold a live drill in the Training Room on June 15th. Not known yet whether ZOOM will be allowed to continue as an alternate to meetings. 95% of firefighter staff are vaccinated - 2 not vaccinated for personal reasons, 1 for medical condition, and 2 have had to wait for a three month period. The Chief noted that the Departments vaccination rate is a much higher percentage than most organizations. Covid is waning. The Department has no exposure issues or anyone out. Training has pretty much back to normal.
- The frame of #286 had corrosion repair and painting and some additional work was done that was not part of the contract. The vendor did an excellent job.
- The Deputy is looking into making repairs to #297 Ladder truck at a reasonable price and meet UL requirements and certification. A welder from Mass DOT could do the work for about \$15,000 compared to the \$200,000 price the Department has been quoted. The Deputy has not heard back from UL yet, and will not venture down the road until he has a firm commitment that the work would pass their requirements and result in re- certification.
- An order has been placed for 8 new portable radios 2 mobile base radios and a digital repeater system upgrade utilizing the Radio Grant in the amount of \$22,658.
- The 60,000 gallon water tank has been installed at West Parish.
- Chief Burke, representing the Fire Chief's Association, had a very unsatisfactory meeting with Cape & Islands EMS. Fire Chiefs and Cape Cod Hospital staff also feel C&I EMS services are not valuable and a new approach is needed.
- The Department will participate in a flag retirement ceremony on Flag Day, June 14th at 6:00 PM at Meetinghouse Farms.
- The online Policy and Procedural Manual will be emailed to District officials beginning in June with Chapter 1 - Chapter 2 will follow in July, and every month a new chapter

will be emailed. You will need to set up an account and password. Any changes to policy will automatically be sent to everyone.

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DEPUTY FIRE CHIEF'S REPORT:

No Report - Deputy out of town.

ADJOURN

Mr. Smith motioned, Mr. Northcross seconded, and it was voted, in a roll call vote, to adjourn the meeting at 5:29 PM.

Respectfully submitted,

Elaine L. Grace, District Clerk

West Barnstable Fire District

