

**WEST BARNSTABLE FIRE DISTRICT**  
**PRUDENTIAL COMMITTEE MEETING – AUGUST 23, 2017**  
**REGULAR MEETING**

**Present:** Prudential Committee members Ed Smith, Chrystal LaPine, Van Northcross, Chief Joe Maruca, Deputy Chief Dave Paananen, District Accountant Kathleen Barrette, Treasurer Ray Pirrone, District Clerk Elaine Grace.

**Pledge of Allegiance**

**Clerk's Report:**

Minutes of July 19, 2017 were accepted as written.

**Treasurer's Report:**

The following warrants were approved for payment:

PR18-04 18,367.41

PR18-05 12,444.83

PR18-06 26,306.85

PR18-07 12,412.36

PR18-08 15,725.81

AP18-02 47,829.01

WD18-02           7,431.12

The District was unable to transfer funds from the Reserve Fund FY2017 which resulted in the rescinding of the two motions from the July 19, 2017 meeting and the need for a revised motion at the August 23, 2017 meeting. The Treasurer, Ray Pirrone, explained that the Reserve Fund transfer motion in July could not have been processed as it was passed the July 15<sup>th</sup> cutoff date for prior year adjustments. The result is the need for a new motion transferring \$23,000 to cover unanticipated legal expenses.

**Mr. Northcross motioned, Ms. LaPine seconded, and it was voted unanimously to rescind the motion adopted at the July 19, 2017 meeting to authorize the Treasurer to transfer up to Twenty Thousand Dollars (\$20,000) of General Fund District legal expense to the Special Revenue gift fund to cover the unanticipated legal expenses incurred in FY 2017.**

**Ms. LaPine motioned, Mr. Northcross seconded, and it was voted unanimously to rescind the motion adopted at the July 19, 2017 meeting to authorize the Treasurer to transfer Six Thousand Dollars (\$6,000) from the Reserve Fund to the General Fund District Operations budget to cover the extra legal expenses incurred in FY 2017.**

The Chief and Deputy questioned the use of the Special Revenue Fund (the Bailey Fund), when the Fire Department budget had a surplus of approximately \$27,000. Mr. Pirrone stated that it was too late to use those funds along with the Reserve Fund to offset the deficits per "Jared" at the Department of Revenue. Therefore, he proposed using the Bailey Fund.

**Mr. Northcross motioned, Ms. LaPine seconded, and it was unanimously voted to authorize the Treasurer to transfer Twenty-three Thousand Dollars (\$23,000) of General Fund District Legal Expense to the Special Revenue Gift Fund to cover the unanticipated legal expenses incurred in FY2017. The transfer will be funded by the Bailey Fund.**

**A proposed motion to declare Engine 294 surplus property was postponed until the September meeting.**

**A proposed motion to declare Ambulance 293 surplus property was postponed until the September meeting.**

**Mr. Northcross motioned, Ms. LaPine seconded, and it was unanimously voted to set the Fire Chief's annual salary for FY2018 as One Hundred Nine Thousand Two Hundred Forty-two Dollars (\$109,242).**

**Chief's Report:**

- Engine 294 was involved in a low speed accident with a West Barnstable resident. State and Barnstable Police responded. The vehicle was totaled and the driver was cited for failure to yield. The engine was on its way to a call on Route 6. There were no injuries. The accident complicates disposal of E294. The adjuster will inspect the engine tomorrow.
  
- James Rowan, a Fire Service Consultant is scheduled to make a 45/60 minute presentation at the September meeting. A culture and leadership survey of the West Barnstable Fire Department will take place during the late winter/early spring to identify issues, leadership and direction of West Barnstable Fire Department and create a profile of the organization.
  
- Ambulance revenue was approximately \$16,000 in July. There were 7 transports, all to Cape Cod Hospital, during the month of July. Three were residents, four were non-residents.
  
- The Chief reported more staff changes. Rob Archibald is scheduled to begin work at Sandwich Fire Department in October. Sean Stephens has resigned, moving to South Carolina. Ryan Smith, our part-time mechanic has been hired fulltime at Barnstable Fire Department. Barnstable has agreed to allow Ryan to work for West Barnstable as a mechanic, and also has permission to leave to do emergency repairs for West Barnstable. The downside is Ryan is not budgeted, and he will be unavailable to us for ten weeks when he leaves for the Fire Academy.
  
- Six staff members of the West Barnstable Fire Department are participating in a Commonwealth of Massachusetts survey on what firefighters do. Also, staff is involved, along with Boston Fire Department in a cancer study -the researchers need information from a small town, volunteer department for a medical study.
  
- The Chief will be attending a NFPA meeting in Nashville in August and a NVFC meeting in Nebraska in September. He submitted the proper ethics forms for authorization.
  
- The new ambulance has been ordered.
  
- Two hundred hotdogs were distributed during the Fire Station's Open House on Village Festival Day, August 19<sup>th</sup>. Last year the total was 250. There will be no lobster fest this year.

**Mr. Northcross motioned, Ms. LaPine seconded, and it was unanimously voted to go in to Executive Session at 8:44 PM for Purposes 2 and 6, and not to return to public session.**

Respectfully submitted,

Elaine Grace, District Clerk