

Prudential Committee
Cotuit Fire District
25 August 2014

Fran: Calling the August 25th meeting of the Cotuit Fire District prudential committee to order. Members present are Marge Wallace, Laurie Hadley, Fran Parks, clerk, Mr. Eager and the treasurer Mr. Daley.

First order of business is public comment. Is there any public comment?

Is anyone recording?

Amy: Amy Kates. I'm recording.

Public comments, August 25, 2014. I wanted to address this committee about a hostile and unprofessional manner and attitude. I received a certified letter from Chairman Frances Parks on August 19th. I believe it was full of mistruths and allegations, and I find it reprehensible. I wanted to address false statements.

I have no recollection of asking Chairman Parks why you contacted the Attorney General's office. I did ask-

Am I on?

Thank you. I have no recollection of asking you why you contacted the Attorney General. I just asked who you had spoken to.

In your letter, you addressed your brief conversation with Laurie Hadley after the July 28th, 2014, committee meeting. You must have had some concerns about your conversation with Mrs. Hadley in Freedom Hall after the meeting.

That was not the conversation that I referred to in my email. I had indicated that a conversation occurred after the meeting adjourned that constituted a quorum and that lasted twice as long. It actually lasted 20 minutes. I was referring to your conversation with Marge Wallace in the Freedom Hall parking lot.

In your letter, you referred to a process spelled out in the open meeting guidelines that I didn't even bother to observe. You went on to say that I blithely mailed off my complaint to the Attorney General's office based on uninformed and inaccurate assumptions.

Prudential Committee
Cotuit Fire District
25 August 2014

Chairman Parks, you should know that I know the procedure for filing open meeting complaints since I've filed multiple complaints against this committee in the past year.

Your committee and the Fire Commissioners have violated open meeting laws, and the only penalty that they've had on multiple occasions was re-education. I find it hard to believe that a group of supposedly intelligent and respected professionals find it so difficult to adhere to the laws of the Commonwealth of Mass. How many times has the AG's office had to ask this committee to be re-educated, and it appears that you may still not get it right.

The email that you referred to in your letter as an open meeting law complaint was not a complaint. I didn't file an open meeting complaint, but I only sent an email as means to document inappropriate behavior regarding open meeting laws after I was recently notified by Assistant Attorney General Rush that it was her belief that your committee finally had a knowledge of open meeting laws after your most recent training. No sooner did Attorney General Rush and I have that conversation that I observed behaviors that could be construed-

Fran: You have one minute.

Amy: Thank you, Chairman. Behaviors that could be construed as potential violations of the open meeting law. I ask of your committee that you take seriously the statement in your letter, "Open meeting laws are just that. They should not be taken lightly by anyone. Violation of these laws has serious ramifications for public bodies and elected officials."

I ask that you take those seriously and that going forward, that you would adhere to those regulations.

Thank you for this opportunity.

Fran: Any response to public comment?

Marge: Yes, I will respond. Marge Wallace.

Amy, three people in a room is not a violation of the open meeting law if we're all on a committee. We are neither taking any action nor discussing any action that might come before a public body. That is the Attorney General's definition.

Prudential Committee
Cotuit Fire District
25 August 2014

We have spoken to them numerous times because you repeatedly complain about our having a quorum. It is just because there's three of us in a room. If three of us went to Stop and Shop, that wouldn't be considered a quorum.

Laurie: I have one thing to say if I may get close. Laurie Hadley.

Miss Kates, there were occasions when we were leaving meetings, you and I, when we had discussions. We spoke to each other. We were in violation according to your rules.

Fran: No, you're done. No, you may not respond. Public comment is closed.

Barnstable Land Trust. Jackie's not going to be able to be here because she had another meeting in Hyannis.

When the conservation restriction was sent for the state sign-offs, the Department of Environmental Protection wouldn't sign off on the water department section because basically there's not enough land there to put up a water tower and they would only sign up on it if they were putting up a water tower.

This restriction's going to have to go into the hands of the Prudential Committee as opposed to the Water Commissioners for the documentation. Jackie has contacted Mr. Bodreau to have him look and see if we need to completely do the warrant article over or if it can just be another process to transfer it from the Water Commissioners to the Prudential Committee.

Any questions?

Marge: I don't think so.

Laurie: It's clear.

Fran: All right. Freedom Hall.

We have the bids back for the HVAC. Let me give you the ...

Laurie: Thanks.

Marge: Good grief.

Prudential Committee
Cotuit Fire District
25 August 2014

Fran: As you can see, G and H is the low bidder at \$99,500, which that bid includes \$11,000, I believe it's \$11,900 for electrical work, and the contractor that he is planning on using is the company that rewired the hall. Also, the engineers that we've been working with have worked with this company and are very pleased that they're the low bidder. They're easy to work with and they expect them to do an excellent job.

Any questions?

So, I-

Marge: Do you need a motion?

Fran: I need a motion to accept the bid of ...

Marge: G and H Heating.

Fran: G and H.

Laurie: Where are they located, Fran? G and H?

Fran: Freetown, I believe. Freetown, Massachusetts.

Laurie: Okay.

Marge: Okay. Move that we accept the bid of G and H Heating and Cooling in the amount of \$99,500.

Laurie: I'll second it.

Fran: All in favor?

Marge: Aye.

Laurie: Aye.

Fran: Aye. Freedom Hall. The water ... Can't remember if I said this before, but the water in the basement is finally solved with the extension of the downspout over there. The building was inspected for asbestos and there is no asbestos. The only asbestos was a very thin cardboard wrap that

Prudential Committee
Cotuit Fire District
25 August 2014

had asbestos on it that was 30 inches long. It was on some of the exhaust pipe for the furnace, which Dr. Vaughan, who's the asbestos inspector, came and said that you didn't need a specialist to remove that, so I was here Saturday and watered it down and removed it and disposed of it as I was instructed.

As you know, we've been having problems with the doors being left open, notably the side door on the north side of the building and the doors in the basement. I've asked David Kerr to give us a price for putting automatic closers on these two side doors so hopefully they won't be left open anymore.

Also because the basement is an exit and one of the locks is completely rusted and you can't open the door from the inside. Those actually should have panic bars on it, so he's going to be getting us a price for that also. I've also asked him to fix the window that's now stuck open more than it was stuck open.

Questions?

The Special District meeting. The last fourth Monday is the 22nd of September, I believe. Is that right? No?

Fran: For the last Monday.

Mike: First is Monday, so the 29th ...

Fran: Will be last.

Mike: That would be the fifth, so ...

Fran: It'd be the fourth, so ...

Laurie: Yeah, September 22nd is the Fran: Fourth, okay.

Laurie: ... because Labor Day comes on the 1st.

Fran: I think that's the date that we should shoot for for the Special District Meeting, for the High Street property.

Marge: The 22nd?

Prudential Committee
Cotuit Fire District
25 August 2014

Laurie: 22nd.

Marge: Yes, which is a Monday, right?

Laurie: It is a Monday.

Marge: Yes, it is. Right.

Laurie: That has to be advertised two weeks in advance, doesn't it? Especially when

Marge: Yes.

Fran: Yeah. The possible purchase of the High Street property will be one, and I'm not- How soon do you need to know if we need to put the ...

Charlie: It takes about 5 days to get it into the paper and it's got to be in for 14 days, so you're looking at ...

Marge: Like the 2nd. Right after Labor Day, right?

Charlie: Yes.

Fran: Okay. Who's going to help us? Does Mr. Bodreau help us write that warrant article for the building?

Marge: He probably should where it's a land purchase.

Fran: Okay.

Marge: We've not reached a ... We haven't had a vote on how we want to finance it.

Okay, and you know who our bond counsel is can arrange that?

Mike: Yes

Marge: Okay. Because I had no clue.

Charlie: truthfully stating the action taken under Article whatever is was, 18 or whatever it was for that water restriction.

Prudential Committee
Cotuit Fire District
25 August 2014

Marge: Right.

Charlie: That was definitely part of the water restriction. Without a motion, there's no way it will be able to just ...

Marge: Yes, that's going to have to be revoted.

Fran: Revoted.

Mike:

Fran: Yes.

Charlie: Your time frame's

Marge: I know that, Charlie.

Charlie: ... to get the bond counsel.

Mike: Yeah, well what I'll do is I'll get it drafted tomorrow and down to the bank. [inaudible 00:14:48] is not going to revote or let me [inaudible 00:14:53], but that can be dropped into the [inaudible 00:15:00].

Fran: Would the 29th be better?

Charlie: Yeah, that would be better.

Mike: Any extension would be better from all sides, because that is - we talked earlier about this - [inaudible 00:15:14].

Marge: Our regular meeting would be the 22nd. That would give us a final meeting before the District Meeting. We could discuss anything we need to discuss.

Charlie: From my perspective it would be better, and I know from Mike's, too.

Fran: Yeah, okay.

Laurie: Okay, well I make a motion that we call a Special District meeting for September 29th at 7:00PM to vote on the land purchase and the Barnstable Land Trust article that was voted at the regular District meeting.

Prudential Committee
Cotuit Fire District
25 August 2014

Mike: [inaudible 00:15:51] have a meeting and open the warrant because the warrant is open to petition article and any other [inaudible 00:16:01].

Laurie: Yeah.

Charlie: [inaudible 00:16:03]

Marge: Be nice if the Fire Department could get here.

Mike: [inaudible 00:16:08]

Marge: Okay, the tour? Yeah, right.

Mike: [inaudible 00:16:13]

Marge: September 8th?

Mike: Post a Special District meeting [inaudible 00:16:20].

Fran: Okay, so moved. Second?

Laurie: Second.

Fran: Those in favor?

Laurie: Aye.

Marge: Aye.

Mike: [inaudible 00:16:31]. We need to back up and say that there's a board meeting [inaudible 00:16:37] so you can get it posted properly. You will go back 14 days [inaudible 00:16:46].

Fran: Yes.

Mike: So if you're going to have it Monday, 29, go back to 22, go back to 15.

Fran: 15.

Mike: [inaudible 00:16:57] 16, I'm sorry, 15, 14, 13, publication on April 12th.

Fran: And you say five days?

Prudential Committee
Cotuit Fire District
25 August 2014

Mike: No, September 12th. That's the Patriot, the [inaudible 00:17:08].

Fran: [inaudible 00:17:10].

Mike: [inaudible 00:17:12]

Charlie: Cape Cod Times I know is five days. On Patriot, I think as long as I get it in by Monday, I think they'll take it.

Mike: So whichever, what paper do you normally use?

Charlie: Cape Cod Times.

Mike: Then we would need to have in by five days prior to publication. We should publish it on the Saturday It'd be more expensive for the Sunday edition.

Charlie: I believe so.

Mike: It would be Saturday the 13th.

Fran: Okay, publish by noon.

Mike: [inaudible 00:18:00] one, two, three, four, five, [inaudible 00:18:03] the 18th. [inaudible 00:18:08]

Fran: Closed.

Mike: [inaudible 00:18:11] as long as it works with your bylaws [inaudible 00:18:17] Special District meeting [inaudible 00:18:21]. Now, we'd need to be there on the 18th [inaudible 00:18:35].

Marge: This is the week after Labor Day.

Mike: [inaudible 00:18:46].

Marge: We know Wednesday's out and Friday's out.

Fran: No, actually not. I'm off.

Marge: Oh.

Prudential Committee
Cotuit Fire District
25 August 2014

- Mike: [inaudible 00:19:04]
- Fran: That would give you more time.
- Mike: Here again, that gives [inaudible 00:19:10], posting the meeting as of today, so today's the 25th. [inaudible 00:19:19]
- Marge: It would have to be posted by Friday in order to have the 48 hours for that.
- Mike: Why don't we meet on the 4th to close the warrant.
- Marge: Yes, to close the warrant.
- Mike: We're voting today to open the warrant. Today is the 25th, so that gives you 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 days for the special meeting [inaudible 00:20:00].
- Marge: I don't know that the bylaw addresses a deadline for special meetings.
- Mike: [inaudible 00:20:10]. As long as 10 days holds with the state of District rules, then you're voting today to open the warrant and will be voting on the 4th to close the warrant, so it's going to be the 26th.
- Marge: 5th.
- Fran: 25th.
- Mike: 25th? You got 1, 2, 3, 4, 5, 6 - it's not business days - 7, 8, 9. The meeting will be basically 10 days from today. As long as that's okay.
- Charlie: [inaudible 00:20:50]
- Mike: Then you do the closing and if you collect the warrant that night it gives [inaudible 00:20:58], and you can publish either Saturday or Monday. Go for the Saturday publication, that gives you 16 days prior to the meeting for notice. [inaudible 00:21:17] 10 days is okay, I believe you can [inaudible 00:21:19].
- Marge: Move that we call a special meeting of the Prudential Committee for September 4th for the purpose of closing the bond.

Prudential Committee
Cotuit Fire District
25 August 2014

Fran: 5:00?

Marge: 5:00.

Fran: Second. All in favor?

Laurie: Aye.

Fran: Aye.

Marge: Aye. Sorry.

Mike: [inaudible 00:22:06]

Marge: We should let Rick and Ron know in case they have anything to include?

Mike: Noticing the meeting itself, it's just, we just have to [inaudible 00:22:34] the warrant. We don't have to [inaudible 00:22:35] will get a press release that announces that the meeting has been held and that the warrant [inaudible 00:22:43].

Marge: Yeah, they've been pretty good about stuff like that. I can't get them to print anything about the library, but they're pretty good about ...

Mike: [inaudible 00:22:59]. I think you're all set [inaudible 00:23:06].

Marge: There was just one [inaudible 00:23:16] meeting between now and then. Not for us to make a presentation. Well, maybe.

Fran: They meet the third Tuesday, so ...

Laurie: The third of September is Teresa Eagan's closing date for her next Cotuit Chronicles and we can make sure it's in that.

Fran: That's a good idea. [crosstalk 00:23:35].

Laurie: It's for anything after the 13th of September that she's asking for. Because we did tell them the 22nd.

Fran: Okay.

Laurie: We can change that.

Prudential Committee
Cotuit Fire District
25 August 2014

Fran: All right, now we have to get signs out for people to be aware of this meeting. I went online and ordered that banner.

Marge: It's a banner?

Fran: It's a banner.

Marge: Okay. Where are we going to put it?

Fran: I thought we could put it at the water department.

Marge: Okay.

Fran: 28. Or anywhere else you can think of. I don't know if they'd let us put it in the park.

Marge: Well, we can ask.

Fran: We only have two signs to announce the meetings and neither of them are usable for this. We need to have more signs around the village so people know, because, you know ...

Marge: Did you say we do or we don't have any signs?

Fran: We don't have any signs.

Laurie: We have a couple of signs that you can put things, slide things into, but one says "District meeting here today" or "here tomorrow."

Fran: They'd have to have entire new plaques made.

Marge: Well, it would work for the "here to-" No?

Fran: No, won't it.

Marge: Just in front of Freedom Hall?

Fran: No, I just checked them, because it says "annual meeting."

Marge: Oh, okay.

Prudential Committee
Cotuit Fire District
25 August 2014

Fran: Neither of them are usable. What's your pleasure about doing something for signs? We can get some small signs printed up like they use for elections, which are just for one-time use, which doesn't seem very prudent to me.

I like the Civic Association signs, but I don't know how much it costs for the original sign or how much it costs for the inserts that they change depending upon ...

Laurie: I don't know where they got theirs, but I know the signs that we have downstairs we got from Sign It in Hyannis. McDonough.

Fran: What, the ones ...

Laurie: The ones that you can slide things in and out of. Real estate agents use them, too. I have no recollection of what they cost.

Marge: The Friends bought new signs this year for the treasure sale, and we got them from and they were \$60 a piece. We probably want to do, right, a lot less.

Laurie: Yes.

Fran: You mean those printed signs were \$60 a piece?

Laurie: Yes.

Fran: I saw this online. I don't know if this would be sufficient, but it's a message board, two-sided message board. At this particular company, they're \$177 a piece. These sign boards are not cheap.

Marge: That's too much, no.

Laurie: We could get a large poster printed up and put in this bulletin board out front for one thing. That wouldn't be too expensive I wouldn't think.

Fran: No, but I think one of the complaints people have is that they don't know when the meetings are going to occur and we don't have enough signs out for them to know that it's going to happen.

Prudential Committee
Cotuit Fire District
25 August 2014

Laurie: They can't be too small because you can't read them.

Fran: That's right. Marge, can you get in touch with Rich Boden and see if he can find out where they get those signs?

Marge: Sure. We can discuss it again next, on the 4th.

Fran: Yes. Did everybody get the Treasurer's report and read it?

Marge: Yes.

Fran: There any questions?

Laurie: No.

Marge: No.

Fran: Okay. The assistant treasurer's salary. She's been here for a year and we've asked to review and see if we'd be interested in giving her a raise.

Laurie: Well, we gave the janitor a raise. I think we should give her one, too.

Fran: I agree. Any suggestions for the amount?

Marge: Since she works most closely with Mike, I think we ought to ask him for some kind of a recommendation.

Mike: I would defer to whatever the going rate's been for the other units and the janitor. I'm not aware of what the janitor's adjustment was, but there's no recommendation other than be fair and consistent with all your employees.

Marge: Well, the Fire Department's negotiating theirs, so we don't really know what that's going to turn out to be, and I think the Water Department at District meeting, wasn't it 3% or 3 1/2% or something?

Fran: Three. I think 3% is a good figure.

Marge: Well, then, I make a motion that we approve a 3% salary raise for the assistant treasurer.

Prudential Committee
Cotuit Fire District
25 August 2014

Laurie: Second.

Fran: All those in favor?

Laurie: Aye.

Fran: Aye.

Marge: Aye.

Fran: Did you also get this letter from the Retirement Board?

Mike: I've gotten several of them. I'm going to the meeting.

Fran: okay.

Mike: The District treasurer's automatically on that advisory board so I carry two votes into that meeting and will be there. They're trying to give a cost of living adjustment to retirees, so not only did you get one from the Retirement Board itself, but the treasurer of Harwich, I believe, is the chairman of the advisory committee, and she's also someone you should have seen as well.

That's on my calendar. I'll be at that meeting.

Fran: Okay, great. We need to appoint you as our official representative to the Cape Cod Health Consortium.

Fran: Would you like to be appointed?

Mike: I told you I would.

Fran: May I have a motion?

Laurie: I move the treasurer be our representative to the Cape Cod Health Consortium

Marge: Second.

Fran: All those in favor?

Laurie: Aye.

Prudential Committee
Cotuit Fire District
25 August 2014

- Fran: Aye.
- Marge: Aye.
- Mike: Somebody, either you as the Chairman or the Clerk note the West Barnstable Clerk actually did a certified vote of the Prudential Committee to notice that purchasing group that the vote was taken and it's official.
- Fran: Okay. I just put the street lights on there because on Putnam Avenue, the last time I went down after Sampsons, between there and Little River, there are three street lights. One still has the old light on it, and two appear to have the new lights but last time I went by they weren't functioning. Either one or two still has the old lights. I can't remember now, but they weren't changed out.
- Laurie: Okay, I will contact the compact and see who I'm supposed to talk to.
- Fran: Next thing is the minutes for the meeting of July 28th and the minutes for the meeting of August 18th. Any-
- Marge: I read them. I was not able to print them out for some reason. Usually what I do is copy them paste them into a word document. Didn't work this time, and on the agenda, I wound up sending it to Patricia because I couldn't get that to work, either. She posted it, and she said she had difficulty with it.
- Laurie: You should ask Geri. She came and fixed my printer [inaudible 00:33:12].
- Marge: I know she's good.
- Laurie: I have no comment on the minutes.
- Marge: I don't either. They were fine.
- Fran: Could I have a motion to accept those two sets of minutes?
- Laurie: I make a motion we accept the minutes for July 28th and August 18th.
- Marge: Second.
- Fran: All those in favor?

Prudential Committee
Cotuit Fire District
25 August 2014

Marge: Aye.

Laurie: Aye.

Fran: Any other business anybody wants to bring forward?

Laurie: No, no. You're not a member of this committee. You cannot speak.

Fran: Thank you.

Laurie: I make a motion we adjourn.

Marge: Second.

Fran: All those in favor?

Fran: So moved. Adjourned at 5:35.