

Commissioners Meeting

November 14, 2017 at 5:30 p.m.

976 Main Street, Freedom Hall, Cotuit, Massachusetts

Called to order at 5:30

Commissioners present: Rick Pisano, Kevin Conley, and Adam Zais

Present: Fire Chief Paul Rhude

Amy Kates recording

Public Comment:

- Amy Kates requested opportunity for comment at the end of the meeting.
- Cynthia Gardner stated concern about the minutes of the September meeting.

Minutes:

- Reopened September minutes to correct language under the Budget, was originally stated "Commissioner Conley asked what the expenses were for Open Meeting Law complaints. Chief Rhude responded that to date in FY18 \$10,418.15 has been expended on OML complaints. Commissioner Pisano commented that the OML complaints are placed by Amy Kates and Cynthia Gardner. Commissioner Conley asked if there are any rulings to date; Commissioner Pisano answered no adverse rulings against the district. Commissioner Zais asked if had a prior year comparison to be examined.
The corrected version reads "Commissioner Conley asked what the expenses were for OML complaints. Chief Rhude responded that to date in 2017 \$10,418.15 has been expended on OML complaints, record requests, and subsequent Attorney General and Inspector General actions. Commissioner Pisano commented that these actions were initiated by Amy Kates and Cynthia Gardner. Commissioner Conley asked if there are any rulings to date; Commissioner Pisano answered that he was unaware of any adverse rulings against the district in FY18. Commissioner Zais asked if had a prior year comparison to be examined. September minutes were modified and have been approved.
- Motion made to approve October Minutes and previous warrants with no changes, seconded, all in favor

Chief Report:

- **Monthly Activities:**
 - 79 responses for the month of October: 45 medical, 26 service/good intent/false alarm, 8 hazardous condition
 - **Comstar Report:**
 - Was reviewed.
 - Chief will be interviewing a company in Cambridge as a possible alternative to Comstar

COTUIT FIRE DEPT													
Ambulance Billing Account Reconciliation Report													
2018													
Prepared By: Comstar													
10/3/2017													
Month Ended:	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	YTD
Beginning Balance	\$28,731.25	\$41,336.60	\$39,435.36	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$28,731.25
Gross Commitments	\$30,230.89	\$22,254.60	\$74,811.49										\$127,296.98
Contractual Allowances	\$10,509.02	\$9,109.89	\$29,889.25										\$49,508.16
Net Commitments	\$19,721.87	\$13,144.71	\$44,922.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$77,788.82
Payments Rcvd By Comstar	\$3,286.09	\$2,440.21	\$3,466.20										\$9,192.50
Payments Rcvd By Client	\$3,830.43	\$11,414.52	\$7,862.04										\$23,106.99
Reimbursements / Retractions	\$0.00	\$0.00	\$0.00										\$0.00
Net PMT Applied	\$7,116.52	\$13,854.73	\$11,328.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32,299.49
Write-Offs	\$0.00	\$1,191.22	\$4,696.27										\$5,887.49
Ending Balance	\$41,336.60	\$39,435.36	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09	\$68,333.09

- **Budget:**
 - Commissioner Pisano asked about the line item for uniforms and if we paid directly or reimbursed purchases. Chief explained we do both depending on the vendor and if we have an account with them.
- **Legal Expenses:**
 - **Contract Expenses:** are not available, but nearing end as contract may be approved this week.
 - **OML Complaints:** Commissioner Pisano stated that in his research for correcting the September minutes he looked at the warrants for legal for OML, AG, IG and Record Requests in FY'18. His estimate through Oct 31, 2017 was that legal expenses for actions by Amy Kates and Cynthia Gardner have exceeded \$15,600.

Commissioner Conley read into the minutes response of the AG to OML complaint filed by Cynthia Gardner regarding the Union Negotiating Committee. ML complaint (OML 2017- 164) filed alleging violations of the Open Meeting Law surrounding the May 22, 2017 meeting. AG office has closed this matter...

“There was no violation to have this discussion in executive session. The AG also rejected that part of the complaint that alleged a violation of OML because counsel participated remotely. The AG held that the posted notice was not clear as to whether it was relying upon Purpose 1, 2 or 3 of the OML for the executive session. Although the AG’s office commended “the Committee for providing the public with a specific description of about the anticipated discussion, including identifying the specific union. “the AG found a technical violation (slight missteps as described by the AG) in the posting and the vote to go into executive session because the chair did not declare that having the discussion in open session would have been detrimental to the Committee’s negotiating position. Ultimately the AG recognized the Committee’s efforts to comply with the OML and therefore there is no remedial action ordered.”

- **Personnel:**
 - FF Halloran is at the Fire Academy
- **Facilities:**
 - Chief reported on bids to replace the station alarm panel (placed by My Alarm Center Co quoted \$855 for the panel replacement and \$47.55/month monitoring and NEMEC quoted \$1544 for the panel replacement and \$330/year for monitoring. My Alarm Co requires a 3-year commitment. The 3-year cost is slightly lower with NEMEC). Committee vote to pursue the local company bid (NEMEC) as clearly preferable.

- Chief present three options for the computer system and internet access. He clarified that the costs would be partially offset by the ending of existing contracts. Committee voted on Secure Networks

Network/software solutions

Opt.1 Move Server to COMM

Thrive Inc	
Project Implementation Fee	\$ 7,625.00
Hardware	\$ 2,820.00
Software	\$ 2,258.11
Monthly Service Fee (4 computers)	\$ 1,248.00
FireHouse Yearly Fee	\$ 1,155.00
First Year Cost	\$ 21,356.11
Future Years Cost	\$ 16,191.00

Opt. 2 Move Server/FireHouse to Cloud

Secure Networks Inc		Cape Coastal Computers Inc		Cape Cod Networks Inc	
Project Implementation Fee	\$ 2,500.00	Project Implementation Fee	\$ 3,025.00	Project Implementation Fee	\$ 5,000.00
Hardware	\$ 469.88	Hardware	\$ 2,087.98	Hardware	\$ 5,715.05
Network Software	\$ 288.00	Network Software	\$ -	Network Software	\$ -
FireHouse Cloud Setup Fee	\$ 826.25	FireHouse Cloud Setup Fee	\$ 826.25	FireHouse Cloud Setup Fee	\$ 826.25
Monthly Service Fee (6 computers)	\$ 450.00	Monthly Service Fee (5 computers)	\$ 1,074.00	Monthly Service Fee (6 computers)	\$ 230.00
Monthly cloud Fee	\$ 120.00	Monthly cloud Fee	\$ 120.00	Monthly cloud Fee	\$ 175.00
FireHouse Yearly Fee	\$ 3,020.00	FireHouse Yearly Fee	\$ 3,020.00	FireHouse Yearly Fee	\$ 3,020.00
First Year Cost	\$ 10,523.93	First Year Cost	\$ 16,123.23	First Year Cost	\$ 16,991.30
Future Years Cost	\$ 9,860.00	Future Years Cost	\$ 17,348.00	Future Years Cost	\$ 7,880.00

Opt. 3 New Server and Network on site

Secure Networks Inc				Budget Adjustments	
Project Implementation Fee	\$ 6,250.00			Station Smarts	\$ (7,000.00)
Hardware	\$ 8,069.88			Image Trend	\$ (1,400.00)
Network Software	\$ 288.00			Meganet	\$ (576.00)
FireHouse CAD Monitor Fee	\$ 3,461.25				
Monthly Service Fee (6 computers+ server)	\$ 925.00			Total Reduction in Budget	\$ (9,876.00)
*includes cloud backup					
FireHouse Yearly Fee	\$ 1,755.00				
First Year Cost	\$ 25,979.93				
Future Years Cost	\$ 12,855.00				

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▪ **Apparatus:**

- 263 out of service for tank replacement
- Boat in the water until after Christmas in Cotuit.
- Boat placement options include the town dock modifications are being explored with Councilor Grassetti, Harbormaster, etc. and is at least a year away, Ropes Beach at CYC on a floating dock, or a private dock at some cost which will be determined.

Old Business:

▪ **Septic**

- Commissioner Pisano asked about the gas line placement. Chief said the gas company has us on their schedule.
- Bids are out, due next week for the system
- Repaving is broken out of the bid as a separate item if funds allow in this FY

New Business:

The committee now will go into Executive Session to discuss IG queries. Under purpose 3 of the Open Meeting Law the committee will discuss inquiries from the Massachusetts Inspector general concerning Line of Duty injuries that an open meeting may have a detrimental effect on the bargaining position of the public body. The committee will return to open session.

The committee returned to open session

Commissioners reviewed queries from IG office regarding the wording of the line of duty injury leave benefits and response has been formulated that will be submitted to the attorney for approval and forwarded to IG office and will reporting back hopefully by the December meeting on what response received by IG office.

No other outstanding matters

Adjourn:

- Motion to adjourn, seconded and unanimously approved