

Cotuit Fire District  
Prudential Committee  
Minutes  
22 January 2018

**Call to order at 5:30**

Amy Kates is recording

**Present:** Ray Pirrone, Lisa Mycock-Kelly, Fran Parks, Stan Goldstein, Charlie Eager

**Pledge of Allegiance**

**Public Comment:** No public comment

**Space Needs Assessment:** Chief sent an email with several documents that support the study. Chief went through several RFQ documents from other towns and consolidated it for what we are looking for; quite a few documents are required. Suggests to pare it down to the deliverables to meet what you are looking for and needs clarification who the bidders will report to and contact for questions. Lisa feels there are a lot of supporting documents and suggests everyone to review and pare it down then move forward. Stan voiced his opinion that it is Prudential's responsibility to answer questions and would cause less confusion for one person to be in communication-and he volunteered to be point of contact. Stan then asked for if go out for an RFQ with line items and get a cost for each line item rather than the whole job. Would then be able to delete various line items until able to afford next RFQ. Chief said you can take the base, but have to take the options in what order you list them. Prudential Committee thanked the Chief for all the work he did putting this together. Stan suggested reviewing and meeting again in two weeks-- due to scheduling conflicts, the next regular meeting will also occur during that meeting on Monday, Feb 5 @ 5:30.

**56 High Street Oil Tank Removal:** Fran has received two bids; state of Massachusetts has a set price of \$375 not worth getting a third bid. Fran would like to use Ivy Heating in Hyannis, Stan made the motion to use Ivy Heating for \$375 to remove the oil tank, second, all in favor. Fran also looked into the septic system, doesn't need to be closed, checked, or pumped.

**Freedom Hall Projector and Screen:** Projector is in, connected to the audio system. One slight problem, when the screen comes down the stair railings are in the way of the image- stairs will need to be removed.

**FY19 Budget Preparations:** Ray reviewed budget preparations and put together milestones. In February will be devoted to coordinating with various departments and establishing a common format and gathering information for the Prudential Committee operations as well. In March will have the preliminary presentation of the various departments at the Prudential Committee meeting. In April will have the formal budget presentation of the budget at the Prudential Committee meeting for their approval, after approval will submit budget to the printer. In May go through a series of presentations, finalizations of the warrant, The Clerk will put it in the paper, meet with the Civic Association to review, and review the draft motions for the district meeting. Then finally the district meeting. A Discussion was held about making an earlier meeting to close budget 30 days before annual meeting, decided upon April 16<sup>th</sup>.

**Minutes:** Minutes from December 18<sup>th</sup> meeting, no corrections or additions. Motion made to accept, second all in favor

**Adjourn:** Motion to adjourn, seconded and unanimously approved