

**COTUIT FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING
In Person at Freedom Hall
COTUIT, MA 02635
January 20, 2026**

The meeting was called to order by Mark Lynch at 6:00 pm on January 20, 2026.

Pledge of Allegiance

Chair Lynch led the Pledge of Allegiance.

Chair Lynch did roll call:

Prudential Committee Members Present (In Person): Mark Lynch, John Havel and Seth Burdick
(In Person) Clerk Charlie Eager and Assistant Treasurer Ryan Ouellette
(Via Zoom) Treasurer Ray Pirrone

Public Comment:

James Ratton, Raylan Ave. stated that he is attending meeting to listen to the updates on the Cotuit School.

Meeting Minutes Approval:

MOTION: To approve December 8, 2025, Prudential Committee Tax Classification Meeting Minutes.

Motion made by: Mark Lynch Seconded by: Seth Burdick

Motion passed unanimously. (Mark Lynch, Seth Burdick and John Havel)

MOTION: To approve December 8, 2025, Prudential Committee Meeting Minutes.

Motion made by: Mark Lynch Seconded by: Seth Burdick

Motion passed unanimously. (Mark Lynch, Seth Burdick and John Havel)

Cotuit School Building Demolition Status Update

LeftField provided a project status and schedule update, reporting that the project is in the Construction Document phase with the hazmat assessment and topographic survey complete. Fifty percent (50%) Construction Documents are expected by February 13, 2026, with a committee/public review meeting proposed for February 19 and a follow-up comment review meeting around February 23–24. One hundred percent (100%) Construction Documents are anticipated by February 27, 2026, at which time the project is expected to go out to bid. Contractor pre-qualification will run concurrently, followed by a bidding period of approximately 2–2.5 weeks, with bids anticipated in mid-March (approximately March 13). The schedule is intended to align demolition and landscaping with the spring growing season. Contractors will be pre-qualified in accordance with Massachusetts requirements. It was clarified that hazardous materials primarily include asbestos, with additional materials anticipated, and that the abatement consultant is coordinating with the design team. LeftField also requested coordination with the fire station project team regarding any materials or staging on the school site to avoid conflicts. The Chair reported that the Cotuit Kettleers do not anticipate impacts, provided town property boundaries and conditions remain unchanged. LeftField recommended holding an in-person public forum prior to or during the bidding phase, with notice to abutters, and discussed a potential date of March 3, 2026.

Public Comment

James Ratton (Raylan Avenue) supported moving forward with demolition but cautioned that the timeline for reviewing 50% plans and finalizing landscaping was unrealistic, suggesting separation of the landscape scope or additional public input without delaying demolition and noting impacts to parking and access for events. LeftField responded that a basis of design is needed for bidding, with refinements possible through addenda or alternates, and clarified that the return-to-nature plan includes no impermeable surfaces or new parking, with some access issues still unresolved. Patty Daley agreed that the review period was insufficient and urged a more robust public process, noting the civic association's willingness to assist.

Treasurer's Report

Mr. Pirrone reported a revenue shortfall creating near-term cash flow pressure, though not an emergency. Tax collections and water revenue are below target, while ambulance revenue is slightly above projections, resulting in an overall shortfall of several hundred thousand dollars. He noted that tax bills are due shortly and that collections should be clearer by late February, with potential improvement from upcoming water billings. The district has significant committed cash obligations, including the school project, and expenditures are expected to increase in March and April; timing issues may be managed through inter-fund borrowing with careful tracking, with the stabilization fund available if needed. Mr. Pirrone also reported difficulties reconciling December bank statements due to format changes, which the bank is addressing. He confirmed the fire station project is fully funded through loan proceeds, with cash flow timing under review via the T-bill ladder. He requested a preliminary cash flow forecast from LeftField for the school project, which LeftField agreed to provide, and stated that short-term borrowing against anticipated tax revenue is available if necessary but not expected.

CFD Website Status

John Havel reported some delays due to holiday travel but committed to having the district website ready for launch by a February meeting, and to sharing it with both the water and fire commissioners in advance.

Freedom Hall

The committee briefly discussed evaluating new door security options (key/lockbox vs. more complex lock systems) and also noted the need to assess Freedom Hall technology (projector reliability, Wi-Fi, and meeting support equipment). A preliminary inventory/assessment was requested.

Public Comment

None.

Matters not reasonably anticipated by the Chair:

None discussed.

MOTION: To adjourn.

Motion made by: Mark Lynch Seconded by: Seth Burdick

Motion passed unanimously. (Mark Lynch, Seth Burdick, and John Havel)

Meeting was adjourned at approximately 6:54pm

Respectfully submitted,

Gina Gonsalves

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