

COTUIT FIRE DISTRICT

Prudential Committee

Regular Meeting

July 25, 2011

The Chairman, Amy Kates called the meeting to order. Members Rick Barry and Laurie Hadley were also present.

The first subject discussed was the District office. It was reiterated that the fire station was not an option. Mr Barry felt we had to address both a short term solution and a long term solution. We need to find office space as soon as possible, hence we need to address a short term solution. The long term solution will involve buying, building or adding on to an existing District building (Water Department). In the short term we need to find space to rent. Mr Barry proposed seeking out bids for 400 square feet at \$500 per month, located in the District. As there are empty offices in the shopping center, it might not be wise to specify "in the District." A committee was proposed consisting of one member each from Fire, Water and Prudential with two interested citizens. Rick Barry agreed to set up such a committee and, upon motion made and seconded, it was unanimously voted to authorize Mr Barry to draw up an RFP specifying approximately 400 square feet at \$500.

Mr Charles McLaughlin, Assistant Town Attorney, addressed the committee on the subject of the Cape and Vineyard Electric Cooperative. The town's energy coordinator has invited the Fire District to consider allocating land to a solar project which the town is pursuing. After a detailed explanation of the project, it was learned that the Water Department has already been contacted on this subject and is considering it. If we should become a part of this project, it could result in a considerable source of income for the District. It was felt the Water Commissioners should proceed to investigate and the Prudential Committee would then accept or reject their recommendations.

Ms Patrica Browne was then addressed the committee regarding the web site. The structure of the web site is complete and most of the content has been posted. Several people have been trained in maintaining the site.

The subject of accounting software was then discussed. Ms Kates and Ms Murray were given an overview of the Northern Data system. Ms Hadley and Ms Murray visited C-O-MM. Ms Murray still favors Northern Data. As an upgrade, it would be less expensive and the existing data can be converted as part of the price, which would also include any training required. The price would be approximately \$9,000.00 plus \$400 each to include Fire and Water. No firm price had been obtained for the KBS system used by C-O-MM.

Ms Kates then called for public comment. Ms Ruth Pierce asked if the Waldorf School was using the entire building or if it might be possible to find office space there. Firefighter Amonte, who was present, stated when they had last inspected the building, it was being fully used.

Mr Amonte stated he'd asked the Treasurer for a list of who has health care through the District and what plans they carry, both medical and dental. The Treasurer had felt this was not public information, but has since learned differently and will respond.

Ms Barbara Trainor-Tessier expressed concern that legal bills are going directly from the attorney to the insurance company. Mr Barry stated this procedure is perfectly legal as the insurance company is ultimately responsible for hiring the attorney and in this case elected to use the attorney who had done some preliminary work for the fire department.

Mr Amonte wanted to know if dependents could be added to an employees dental plan automatically as is done with the medical coverage. It was stated that it is the responsibility of the employee to notify the district and the insurance companies of any additions. Upon questioning, it was learned that the problem which prompted this question has been solved.

Minutes of the June meeting were approved with one addition. Ms Kates wished it to include a statement that she had attended a legislative hearing as an interested citizen, not as a Prudential Committee member.

As to Freedom Hall, Ms Kates has been unsuccessful in getting a third estimate on the work required. She has contacted Capizzi, but they have not yet been able to carry out an inspection. The other contractors she contacted, Rogers & Marney and E. B. Norris are considered to be very high. Mr Rob Padgett and Mr David Kerr, both of Cotuit, were suggested as alternates. The basement windows can now be opened and the cross ventilation has improved the situation somewhat. Cleanup had been accomplished, the drains have been improved as well as the gutters and downspouts. We still need to do some landscaping work, primarily to get trees and shrubs away from the foundation.

It was felt we are not yet able to proceed with hiring an assistant treasurer. The office and software should come first.

Ms Kates brought up the legal bills arising from the District meeting. She had not expected to have to pay two attorneys. However, both had billed, Mr Lawler for consulting with Attorney Boudreau and Attorney Lowe as well as research on the citizen's petition and travel to and from the meeting. And of course, the four hour meeting.

The Treasurer's report was received and an explanation given of the items in the Financial Department which had gone over budget. Ambulance billing was also up. A transfer from the Reserve Account will probably be required.

Concerning the organization of the Prudential Committee for the coming year, Ms Kates will continue to be the contact for Freedom Hall. Mr Barry will continue to be the contact for streetlights. Ms Hadley will remain on the by-law committee and Ms Kates will remain on the Policy Advisory committee. A motion was made and seconded that Ms Hadley be Chairman for the coming year and it passed unanimously. Ms Kates was elected to the Clerk's position of a vote of 2 to 1.

A motion was made and seconded to go into Executive Session for the purpose of discussing contract negotiations and on-going litigation. It was so voted and the meeting recessed.

Respectfully submitted

McGuire
Amy McGuire Kates
Clerk