

HYANNIS FIRE DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING

Date of Meeting:	Wednesday, April 13, 2022
Meeting Place:	95 High School Road Extension, Hyannis, MA 02601 and Zoom Meeting and Dial-in Number: 781-368-1701

A quorum being duly present, Commissioner Cronin called the April 13, 2022 Hyannis Fire District Commissioner Regular Meeting to order at 7:04 PM

PRESENT: Commissioners Laura Cronin, Dennis Sullivan, Peter Cross, Victor Skende, and Demetrius Atsalis

ALSO PRESENT: Chief Peter Burke, Deputy Chief Eric Kristofferson, and Recording Secretary Colleen Murphy

I. OPEN SESSION:

1. MINUTES:

- Approval of March 24, 2022 minutes moved to next HFD Board of Commissioners Regular Meeting

2. CORRESPONDENCE:

- Chairperson Cronin asked Chief Burke to review 2 bills that had been received

3. PUBLIC COMMENT:

- None

4. STREET LIGHTS:

- Commissioner Cross said he saw a broken light on Main Street

5. OLD BUSINESS

A.) District Clerk/Treasurer Position

- Ad was finalized last Friday
- 20 resumes in total; 6 of the candidates were good fits for the position; 2 were frontrunners
- First interviews took place; each call lasted about 1 hour
- There was discussion on the 2 front runners
- Commissioner Cronin stated tonight the commissioners should finalize job description and continue to redefine procedures for this position with the municipal consultant
- Commissioner Sullivan asked for more clarity around the budget responsibilities and weekly hours wording; Commissioner Cross asked that the District Clerk/Treasurer job official job description should reference what is in the by-laws; Commissioner Skende stated that the by-laws should be in the job description particularly language around the annual meeting responsibilities
- Cronin will put in general responsibilities to finalize job description for the Treasurer/Clerk position will be for 3-year term then subsequent every 2-year (per legislation)
- There was discussion on the Clerk/Treasurer position package
- Commissioners will meet with top candidate for second interview at fire house; Special Meeting notice will be posted once confirmed with top candidate
- Offer letter will be finalized by Friday, April 15, 2022

B.) HFD By-law Review Committee Update

- The By-law Committee reviewing proposed changes; will have the first changes to the commissioners at the next HFD Board of Commissioners Regular Meeting

C.) FY23 HFD Budget

- Chief Burke handed out new budget draft to commissioners
- There is an increase in the budget year-over-year due to runaway inflation which is impacting our budget but there are things we cannot cut (fuel, electricity for building, etc.); 2 boats need to be refitted; Life Pak Monitors need to be purchased; Chief Burke suggested the refitting of the boats and the Life Pak Monitors may be paid for by Free Cash

5. OLD BUSINESS continue

- Commissioner Sullivan stated that the district Free Cash should be kept when possible to deal with sudden unanticipated situations however we need to use some of this Free Cash to deal with the FY 2023 budget; there was a discussion around this Free Cash use and it was agreed to use Free Cash for the FY 2023 Budget; using Free Cash will protect the Hyannis taxpayer from any tax increases for the HFD while still keeping some of the Free Cash for emergencies; any Free Cash decision by the commissioners will be presented at the Annual Meeting

Upon a motion dully made and seconded it was voted to approved the budget version 3.1 as just reviewed

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

- Commissioner Skende: Aye
- Commissioner Sullivan: Aye
- Commissioner Cross: Aye
- Commissioner Cronin: Aye
- Commissioner Atsalis: Aye

D.) Chief's Review

- Commissioner Cronin will review the consolidated results and meet with the Chief to discuss

6. NEW BUSINESS

- None

7. BUILDING REPORT

- Chief Burke said they found a company named Cliff Hangers which does anchoring for towers so they will be meeting with them on Monday to discuss the Fire Tower anchor issue

8. ITEMS NOT RESONABLY ANTICIPATED BY CHAIR

- None

9. CHIEF'S REPORT

- Capt. Jeffrey Lamothe has been holding Jaws of Life training in the back parking lot which closed out our grant that we were awarded; now due to the grant there are spreaders and cutters along with stabilization equipment on Engine 2 and Engine 3; in addition part of the grant was 8 hours of training for every HFD FF with the vendor which Capt. Lamothe has been coordinating
- Deputy Kristofferson, Capt. Lamothe, and Capt. Nathan Coughlan and Capt. Mike Medeiros conducted Confined Space Training alongside Barnstable DPW; there was a classroom session at the fire house and a practical by the water tower near Bearses Way; 2nd Trench Rescue Training with the Barnstable DPW will take place on April 29, 2022; All 5 fire districts and the DPW will take part in this training
- LT. Medeiros is retiring on April 29, 2022

10. PUBLIC COMMENT

- None

Vote on Adjournment of public session:

Upon a motion dully made and seconded it was voted to Adjourn the public session

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

- Commissioner Skende: Aye
- Commissioner Atsalis: Aye
- Commissioner Sullivan: Aye
- Commissioner Cross: Aye
- Commissioner Cronin: Aye

Adjourned at 8:33 PM

Respectfully submitted,

Colleen Murphy, Recording Secretary Hyannis Fire District