

BOARD OF COMMISSIONERS ---- REGULAR MEETING
JULY 28, 2016

PRESENT: Commissioners Peter Cross, Laura Cronin, Dennis Sullivan, Victor Skende, Demetrius Atsalis and Deputy Chief Melanson.

Chairman Cross called the meeting to order at 7:00 pm.

I OPEN SESSION

1. MINUTES: The minutes of June 23, 2016 were unanimously approved as presented.
2. CORRESPONDENCE: The Board has received an e-mail from Cape Light Compact. The contract with Cape Light Compact expires on December 31, 2016 and is currently due for renewal. Atsalis will request that a representative of Cape Light Compact attend our next meeting. Cross reported that he had received notification from the Town Health Department that the septic system at 501 Scudder Avenue had failed inspection as was expected.
3. PUBLIC COMMENT: Allen Goddard inquired about the voter check list. Cross said it is available.
4. STREET LIGHTS: Cross received a request for a street light on Hawes Ave. The request from a resident was forwarded by Deb Krau. Cross is familiar with the area and did not feel that an additional light was warranted.
5. OLD BUSINESS: None
6. NEW BUSINESS:
 - a. Update 501 Scudder Avenue: The date for closing on 501 Scudder Avenue has been set for August 15, 2016.
 - b. Update Building Committee: The early site/demo package for 77 High School Road and 105 Stevens Street has been advertised in the local paper and is posted on the state Central Register. Bids are to be opened August 18 at 2 pm. Plan is to award contract as soon as feasible and work to begin as soon as possible. Cronin asked if new fencing would be included. The general contractor will install new fencing when construction begins. Building Committee has made a few minor modifications. At the suggestion of the firefighters we have added a fire pole from the training room to the apparatus floor to reduce the response time. Skende added that Lt. Webb along with a committee of other personnel have been looking at Dispatch/Communications. They will continue to

visit other stations and meet with consultants to ensure that the department dispatch and communications center will meet our needs into the future. The committee has been asked to provide the Building Committee updates at future meetings.

c. Alternative Funding Sources: Cronin has been looking into grant options. She has talked with the Chief in Brewster. They received \$375,000 in FEMA grants. The Chief has sent information to her. Cronin has also reached out to Mike Medeiros to obtain the name of contact persons in Boston FEMA office. There was also discussion of forming a 501c3, a charitable fund, apart from the District and Department that could accept and distribute donations made to the new station. The process is not too complicated or onerous.

d. Job Description – Fire Prevention Clerk/Secretary: The Board discussed the job description the Chief had submitted for approval. Cross questioned the set hourly rate and why not a range dependent on education and experience. It was stated that raises were set similar to those negotiated in firefighter contract. Cronin asked if the job description had been updated. The Deputy said that it had been. She questioned the minimum requirement of a high school diploma or equivalent with two years of experience and that the job description called for a high level of competence. Skende raised the question of fringe benefits that were not spelled out.

Currently all civilian staff receive the benefit package the firefighters' union has negotiated. The Board felt that this was an opportunity to establish a benefit package for all future civilian hires. Cross stated it could be several years before the Board would have an opportunity to set a new benefit package. Atsalis agreed that we should develop a benefit package. Sullivan stated the hiring of a clerk for FPO should proceed. There was agreement that we should approve the job description as presented pending the further discussion of a benefits package for future civilian hires.

e. Amendments to Public Records Law: Skende distributed materials forwarded by Brandon Moss. Members should familiar with the changes in the law. We will need to comply by the end of the year. Cronin suggested it be brought up for discussion at the next meeting.

7. Items not reasonably anticipated by the Chair at least forty-eight (48) hours prior to the meeting. None
8. CHIEF'S REPORT: None
9. PUBLIC COMMENT: Allen Goddard asked about Ronald Beaty's petition for a Town Meeting of the Citizens. No one had any information as to the status of that petition. He also asked about John Julius's last request. Cross stated that it is in limbo. Julius has not followed through

with his request and that he would need to follow procedure as the Commissioners.

Larry Decker raised the question of federal grants that had been received for educational purposes by other departments. Cross stated that those had been for start ups and that we did not qualify because we currently provide that service through our Fire Prevention Office.

II POTENTIAL EXECUTIVE SESSION: No Executive Session was called.

ADJOURN: Sullivan moved adjournment. The meeting was adjourned at 8:14 pm.

Respectfully submitted,

Victor Skende
Clerk