

BOARD OF COMMISSIONERS --- REGULAR MEETING  
SEPTEMBER 8, 2016

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

Chairman Cross called the meeting to order at 7:02 pm.

I: OPEN SESSION

1. MINUTES: September 8, 2016

August 25, 2016 Corrections

i. MINUUTES: change to *MINUTES*

6. NEW BUSINESS:

b. Update Building Committee:

Line 1 Change Committed to *Committee*

Line 3 Change to *we are on schedule. We are on schedule* -----

2. CORRESPONDENCE: Cross announced that Chief Brunelle has submitted a letter stating his intention to retire from the Department after 44 years of service.

3. PUBLIC COMMENT: None.

4. STREET LIGHTS: We have received a request signed by residents of Ocean Street, Hawes Avenue and Whidden Avenue for additional street lights Cross stated that we had recently increased the lighting on Ocean Street. The petitioners had safety concerns and concerns about the use of the wood area and reeds at night. Cronin stated that those issues were not the purview of the Fire District. Atsalis felt that the roads in question had adequate lighting. The recommendation of the Street Lights Committee was that we deny the request for additional street lights. Sullivan moved that we accept the recommendation. Skende seconded the motion. Unanimously passed. Cronin added that we inform the petitioners in writing and that they be referred to the Town Manager and Police Department. Atsalis send them a response and with our recommendation.

5. OLD BUSINESS: Fringe Benefits Policy for Civilian Personnel. Skende reported that at the suggestion of then Chief and Sullivan he had looked into the sick leave policy at the Police Department. All secretaries within the Town receive fringe benefits under Municipal Employees Contract. Cronin stated that if the new policy did not work we could change it. Cross said it was reasonable to look at

these things from time to time. Skende will draft a sick leave policy for non-union personnel for the next meeting.

6. NEW BUSINESS: a. Bonding Process – Lynne Foster. Lynne Foster from Unibank Fiscal Advisory Services presented the Commissioners with copies of a power point entitled Preliminary Finance Discussion for the construction of the new Fire Station. Our bond rating with Standard and Poor is AA+. She brought the Commission up to date with the current District bond issued in July 2015. Bond Counsel has issued Requirements Letter (RL). Our bond counsel is Locke Lord L.L.P. She discussed cash flow timing and requirements that need to be met prior to issuance of bonds. She feels that the bond market is favorable at this time. She will continue to work with Paul Griffin CMS and Verna Lafleur our Clerk/Treasurer. She was confident that we should not encounter any problems.

- b. Municipal Transfer of HAZ/MAT Trailer to Sandwich Fire Department: Chief stated that we need to dispose of the trailer to clear the adjacent lot. It has little value. The Sandwich Fire Department is interested in acquiring the trailer. They would be put into serviceable condition and it would benefit the county departments. Chief recommended the transfer of the trailer to the Sandwich Fire Department. Skende made motion that the trailer be declared surplus and transferred to the Sandwich FD. Seconded by Sullivan. The motion passed unanimously.

- c. Update of Building Committee: Cross reported on his meetings with Town Manager, Town Attorney and Hyannis Town Councilors about waiver of fees for building permits. There is precedent for waiver of fees most recently with the Youth Center and water storage towers. If a waiver is granted, we will agree to pay for any consultant that may be required by the town. The first reading of the resolve will be September 15<sup>th</sup> and the Public Hearing October 6<sup>th</sup>. Cross has talked with Growth Management Director about an early meeting with CMS and K-BA to review plans to date and to go over the process with Town agencies. The Committee on Communications has submitted a proposal from Cyber Communication to file applications with the FCC and FAA. This is time sensitive because we need to receive a determination from the FAA regarding the allowable height of the tower. Cyber Com currently provides service to the department. The proposal is for \$770 for both applications. Skende moved that we accept the proposal from Cyber Com and that the proposal be refer to Paul Griffin for processing and payment. Seconded by Cronin. Approved unanimously.

Cross stated that there is a process by which all purchases and bills will be processed by CMS. Sullivan asked if Building Committee would review all expenditures and then pass them on to the Board for approval and payment. Cross stated that was the procedure. Sullivan also inquired if the project is on schedule. Cross stated that was the procedure.

The Early Demo/Site Package was re-advertised and bids will be opened at 2pm on August 15<sup>th</sup>.

- d. Search Committee for Chief of Department: Cross has asked Cronin to be on the Search Committee. Skende suggested that preliminarily that we should have a sub-committee of two members who could research what process other fire departments, such as COMM and Brewster, had used. They then would make a recommend a procedure to the full Board of Commissioners. Cronin and Sullivan were charged to put together a proposal for The Board.
7. Items not reasonably anticipated by the Chair at least forty-eight (48) hours prior to the meeting.
8. CHIEF'S REPORT: The Chief reported that the electricians are in the process of re-wiring overhead door in the apparatus bay. Modification to the header of that bay will be made to accommodate the new aerial ladder. Electricians are in the process of installing new security system to restrict access to non-public parts of the station. Capt. Kenney and FF Ryan Clough are preparing a FEMA grant application (Assistance to Firefighter Grants) to replace our outdated Scott Air Packs. If the grant application is successful we will be able to replace 45 air packs costing \$250,000 (more or less). The match for this grant is 5%. The Chief thanked the personnel for taking on this task. The Chief invited all to the 9/11 Ceremony to be held at 10am at the Station. Before and after the Ceremony, there will be coffee available and an opportunity to visit. There have been 51 applications received for the FPO Clerk position. Interviews will be conducted in a couple of weeks, after the applications have been reviewed. Cross has received notification from Comstar, our ambulance billing service, that a class action suit found that Liberty Mutual had underpaid for ambulance services. Rick Martin states that checks will be forwarded to the department as they are received by Comstar. The total is undetermined at this time.
9. PUBLIC COMMENT: Mike Dalmau suggested that when the Board discusses sick leave policy for our civilian personnel we should consider that our civilian personnel do not have union representation as do Town employees, specifically the Barnstable Municipal Employees Association. John McHugh inquired about the Retirement System. The question was about the status of funding. He was assured that the retirement system is currently funded. He also inquired about the amount of savings if waiver of building fees was granted. Cross estimated \$100,000 to \$125,000.

II. POTENTIAL EXECUTIVE SESSION  
None

ADJOURN: Sullivan moved adjournment. The meeting was adjourned at 8:35.

Respectfully submitted,

Victor Skende  
Clerk