

BOARD OF COMMISSIONERS --- REGULAR MEETING
NOVEMBER 10, 2016

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

I OPEN SESSION

Sullivan moved that the Board go into Public Hearing for Tax Classification. Seconded by Cronin. Passed unanimously. Sullivan moved that a split tax rate be adopted with a shift in the tax levy of 1.35 from Residential to Commercial Industrial Property (CIP) for FY 2017. Seconded by Skende.

Sullivan said that the split rate had been adopted by the Board a few years ago. There is adequate justification to provide relief to residential property owners. Sullivan discussed the materials prepared by Jeff Rudziak (Assessor). A split rate of 1.35 would result in an estimated tax rate for Residential properties of \$2.45 (an increase of \$0.03) and a tax rate for CIP \$3.94 (an increase of \$0.07). Nathaniel Munafo asked what the maximum allowable tax shift was. The maximum allowable tax shift is 1.50. Munafo stated that he is typically opposed to tax increases but the nature of the service provided by the District could justify a higher rate. Cronin expressed concern about an increase at this time. There being no further Public discussion, Cross closed the Public Hearing at 6:07.

The motion made previously to adopt a shift in the tax levy of 1.35 for FY 2017 was unanimously voted by the Board of Commissioners.

1. MINUTES: The minutes of October 27th were accepted as printed.
2. CORRESPONDENCE: Cross has signed the Memorandum of Agreement with the Town granting us waiver of Building Fees. The thirty (30) day waiting period has expired and the agreement is in effect.
Skende acknowledge the letter from Chief Brunelle. Effective October 31st he will be on vacation and unavailable. Deputy Melanson is the Officer in Charge of day to day operations of the Department.
3. PUBLIC COMMENT: Nathaniel Munafo inquired about Payment In Lieu Of Taxes (PILOT). Cross stated that there is still desire to follow through with that issue but it has temporarily taken a backseat to other matters. Cronin expressed desire to pursue 501(c) 3.
4. STREETLIGHTS: Cronin stated that the request for additional lights on Ocean Street had not been responded to. Skende said he would follow up with Schiavi on status of letter.

5. OLD BUSINESS: None

6. NEW BUSINESS: a. Public Hearing: Taken out of order. See above

b. Annual Report: The By Law Committee had considered changes to the By Law that would require some additions to the Annual Report. Cronin felt that this could be accomplished without using the By Law. Cross stated there should be a report from the Commission included. Skende suggested that two Commissioners could discuss the report with the clerk/treasurer. Skende said we need to get idea of content: budget past and present, explanation of warrant items, justification for budget item etc.

c. Building Committee Update: Cross reported that the Memorandum of Agreement has been signed and that the waiver of fees is in effect. The contract for early site/demo has been signed with Southern Middlesex Industries and we should expect activity soon. Skende brought up the traffic light and possibility that it would need to be moved. The Deputy has been in discussion with DPW and others and it may be possible to pivot the light and satisfy the Town and State DOT. The project design is 75% complete and we will be receiving estimates next month. Cronin asked if materials had been determined specifically for the outside of the building. Cross said that currently the exterior will be of brick assuming it will fit within the budget. It is preferred because of its durability and low maintenance over time.

Skende stated that in the absence of Chief at this time we should formally appoint Deputy Melanson to be the seventh member of the committee. Motion was made by Skende, seconded by Sullivan. Unanimously voted.

d. Chief of Department Search Committee Update: At the last meeting the committee met with Municipal Resources (MRI). The committee had met with MMA previously. MRI has provided services to the Department and is familiar with our operations.

A third consultant declined to submit a proposal due to a conflict of interest. The committee will meet on the November 15 for decision for consultant.

e. By Law Committee Update: The committee has reviewed the new Public Records law and how best to handle compliance with the law. The By Law currently designates the Clerk/Treasurer as the Custodian of records. The committee suggests that the By Law be amended to State that the District will designate a Public Records Officer and will be in compliance with the Public Records Law.

f. New Station Purchase Order Procedure: The Purchase Order Form has been discussed at the Building Committee and we will receive final form.

g. Contract Negotiations with FF Union 2172: The Union has prepared a proposal and is ready to begin negotiations with the Board. Skende asked if it were appropriate for the Board to meet in Executive Session to talk about strategy and how we wanted to proceed with negotiations. It was agreed that we have an Executive Session at the next meeting on December 15th.

h. Grant Application Update: Deputy requested this item for the agenda. Department personnel are working on the submission of a grant application for replacement of SCBA. Capt Kenney and FF Ryan Clough have been working on the application with the support of Verna LaFleur and the Deputy. The new SCBA Paks will meet current standards, up from 30 minutes to 45 minutes. The grant will require a 5% match from the Department. The basic grant request is for \$342,687. Our match would be \$17,134.35. Additional SCBA cylinders and masks will need to be purchased to bring us to optimal level of equipment. The total value for replacement and upgrade of our SCBA paks would be \$375,599 and the costs to the Department would be \$50,046.35. That amount will need to be included in the FY18 budget. The Deputy was authorized to proceed with the Grant application.

i. Transition/Timeline: At the last meeting Cronin requested information about replacement of vehicles. In response the Deputy distributed a chart entitled: "Vehicles Replacement Schedule for 2016". The Deputy walked the Board through the schedule, answering questions by the Board members. It was his recommendation to continue the leasing of vehicles in the future. Cronin inquired about the assignment of vehicles to personnel. The Deputy spelled out how the assignment of vehicles is made and the justification for each.

7. Items not reasonably anticipated by the Chair at least forty-eight (48) hours prior to the meeting: None
8. CHIEF'S REPORT: Comments previously recorded in these Minutes.
9. PUBLIC COMMENT: Alan Goddard asked about the date of the next Board meeting. Answer December 15th. Larry Decker asked if the possible increase in interest rates affected the bond issue and interest on the leases. Bonds have not been issued. Nathaniel Munafo thanked the Deputy for his presentation this evening of Vehicle Replacement Schedule. Firefighter Webb invited all to the award ceremony to be held in Worcester. Firefighter Barry Pina will be honored for his years of volunteer service to the village of Hyannis and particularly his work with the Department to support the MDA (Fill the Boot) every year. The union will provide transportation.

II POTENTIAL EXECUTIVE SESSION: There was no executive session.

ADJOURN

Motion to adjourn made by Sullivan, seconded by Skende.
Meeting adjourned at 8 pm.

Respectfully submitted,

Victor Skende