

**HYANNIS FIRE DISTRICT BOARD OF COMMISSIONERS
WORKSHOP**

Date Of Meeting:	Thursday, April 11, 2019
Meeting Place:	95 High School Road Extension Hyannis, MA 02601 in the 2nd Floor Training Room

A quorum being duly present, Commissioner Cross called the April 11, 2019 Hyannis Fire District Commissioner meeting to order at 6:03 PM.

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

ALSO PRESENT: Chief Peter Burke, Treasurer Clerk Verna LaFleur and Reporting Secretary Colleen Murphy

I. OPEN SESSION:

1. PUBLIC COMMENT:

- None

2. MINUTES:

- Upon a motion duly made and seconded it was voted to approve the Workshop minutes of March 28, 2019 with changes as amended

VOTE: PASSES UNANIMOUSLY

3. TOPICS FOR DISCUSSION:

a. Fire District Direction:

- Commissioner Sullivan stated that The Fire District Direction discussion is an important topic and should be discussed soon, but the topic is not part of the FY20 planning budget discussion nor this workshop. He also stated that the topic should be handled by the new long-range planning committee
- Chairman Cross agreed that the topic is important, but added that the Fire District Direction discussion is in "everything we discuss" in this workshop

b. Commission Expenses and Budget:

- Commissioner Sullivan summarized, from the prior March 28, 2019 Workshop, that the commissioners will vote on taking \$10,000 (USD) from line item 6510 in the FY20 Budget Draft #5 to help fund the much needed 4th civilian staff position
- Commissioner Atsalis suggested that the commissioners should have the public vote on the commissioner raise – the raise would equate to \$6000 (USD) total a year
- Commissioner Atsalis said the raise of \$6000 (USD) a year would be found in the existing budget and that the chairman should get \$500 (USD) more than the other commissioners per the existing charter
- Chairman Cross stated if the voters want to grant the raise to the commissioners that is fine, but he will not advocate a vote for it
- Commissioner Cronin stated the HFD budget should be budget neutral or she will not vote for the raise
- Commissioner Cronin said the Commissioners Expense line item then will be reduced to \$23,500 (USD) if the public votes for the commissioners' raise

- Commissioners Skende stated that he agrees with what Commissioner Cronin said regarding the budget neutral approach and cautioned that the Commissioners Expense line item helps to cover fire fighter exam costs and potential future law suits

c. Clerk/Treasurer's Expenses and Budget:

- Treasurer La Fleur stated that the previous commissioners discussion regarding the reallocate of \$25,000 (USD) from her budget to help fund the 4th civilian employee would essentially cut the Treasurer's budget in half
- The 4th civilian employee would be shared among The Treasurer, The Chief's Confidential Secretary and the Office Secretary
- Treasurer LaFleur stated that splitting her budget for a shared resource (4th civilian employee) would leave a void in her office's coverage as Treasurer LaFleur needs an employee to be tasked with time consuming items such as certifying of free cash and aiding in elections
- Treasurer LaFleur said that she would still need an Auditor and an Assistant Treasurer as part of her team, but she feels confident that she could give \$12,500 (USD) to the needed 4th civilian employee position
- Commissioner Cronin stated that the commissioners, Chief Burke and Treasurer LaFleur need to rethink the 4th civilian employee
- Chief Burke stated that he would utilize the shared 4th civilian employee for the following job assignments: crew sense, payroll, and purchase orders in the older system as his new Confidential Secretary will be getting the new system up and running Chief Burke suggested he would be open to revisiting the civilian employee organization a year after the 4th civilian joins the team to re-evaluate the duties of the team to align skill sets with duties
- Chairman Cross said the 4th civilian employee might need to have accounting degree and the available funds for the 4th civilian position would be funded from the following areas: Treasure's Budget \$12,500 (USD), Chief Burke's budget \$15,000 (USD), \$25,000 (USD)

d. Civilian and Administrative Staff Restructuring:

- Chief Burke said that typical equipment replacement is expected and it has been planned for in the FY20 budget

4. PUBLIC COMMENT:

- None

Vote on Adjournment:

Upon a motion fully made and seconded it was voted to recess

Adjourned at 6:59 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District