

**HYANNIS FIRE DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING**

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

A quorum being duly present, Commissioner Cross called the April 11, 2019 Hyannis Fire District Commissioner meeting to order at 7:04 PM.

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

**ALSO PRESENT:** Chief Peter Burke and Reporting Secretary Colleen Murphy

**I. OPEN SESSION:**

**1. MINUTES:**

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

▪ **VOTE: PASSES UNANIMOUSLY**

**2. CORRESPONDENCE:**

- Chairman Cross said Capt. Lawrence's and Capt. Lawrence's mother reached out to him to thank the HFD commissioners for attending the calling hours of his father's and her husband's funeral

**PUBLIC COMMENT:**

- None

**3. STREET LIGHTS:**

- Commissioner Atsalis stated that he still had not heard back from Duffy Health Center regarding if it is going to pay for the additional line that is needed for the possible new street light
- Commissioner Sullivan said that Pontiac Street needs the requested street light and Commissioner Atsalis said that he agreed and he would do the follow up with Mr. Viola who requested the new street light

**4. OLD BUSINESS:**

- None

**5. NEW BUSINESS:**

a. Building Committee Report

- Chairman Cross stated that the new building project is still under budget and Phase 3 is close to being completed
- All staging is down except for the training tower
- Temporary doors are up while the Bay 4 wall is being deconstructed
- Chairman Cross said that he requested the work-area clean up to be continue

b. Policy – Digital Message Board

- The firehouse sign will be an electric sign, but it will not rotate and it will only post notifications that deal with HFD business

- The Policy for the Electronic Message Board is as follows:

***The Chief of the Department shall be the Custodian of the electronic message board located at the Department Headquarters, 95 High School Extension. Messages will provide information to the public directly related to the operation of fire, rescue and emergency services provided by the Department.***

- Upon a motion duly made and seconded it was voted to approve the Policy for the Electronic Message Board as read into the record

▪ **VOTE: PASSES UNANIMOUSLY**

c. Budget – FY 2020

- Referring to Treasurer LaFleur 's earlier comment in the Workshop Meeting on 041119 regarding the ambulance fund she stated that it was now at \$2,500,000 (USD) as of 041119

- The year-over-year growth in the ambulance fund is due to the hiring of a new company to handle Accounts Receivables

- Free Cash will be set at \$600,000 (USD) for FY20

- Chairman Cross said the proposed changes to the FY20 budget were the following:

1. Commissioner Expense line item reallocation of \$10,000 (USD) to Chief's budget to help fund 4<sup>th</sup> civilian employee

2. Amended street light reallocation of \$10,000 (USD) to help fund possible Board of Commissioners' pay increase

3. Amended Clerk/Treasurer line item reallocation of \$12,500 (USD) to Chief's budget to help fund 4<sup>th</sup> civilian employee

- Chairman Cross requested a combined budget review sheet (Chief's budget and Clerk/Treasurer's budget) going forward

- Commissioner Sullivan said he will ask Treasurer La Fleur to attend the meeting on Wednesday, April 18, 2019 at 5 PM

- Chairman Cross said we should recess until Wednesday, April 18, 2019, review the requested combined budget and then vote on accepting FY20 budget

**6. ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR**

- None

**7. CHIEF'S REPORT**

- EMS Supervisor Mike Medeiros and Chief Burke participated in the Boston Marathon Full Emergency drills at MEMA

- EMS Supervisor Medeiros participated in the chemical training and Chief Burke participated in the SWAT training

- In May 2019, the team will be taking part in the Coast Guard and Hy-Line Cruises Security Attack Drill

▪ The HFD boat will be used in the training

▪ This exercise will help reinforce across-agency teamwork

- The cross-agency teamwork and the lessons learned from this drill will be applied to safety planning for future Hyannis public events such as the upcoming Main Street Car Show

#### **8. PUBLIC COMMENT**

- None

#### **II. POTENTIAL EXECUTIVE SESSION**

- None

Vote on Recess:

Upon a motion fully made and seconded it was voted to Recess  
Recessed at 8:04 PM

Respectfully submitted,  
Colleen E. Murphy, Recording Secretary, Hyannis Fire District