

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

Date of Meeting:	Thursday, May 14, 2020
Meeting Place:	Zoom Meeting and Dial-in Number: 781-368-1701

A quorum being duly present, Commissioner Cross called the May 14, 2020 Hyannis Fire District Commissioner meeting to order at 7:14 PM.

PRESENT: Peter Cross, Victor Skende, Dennis Sullivan, Laura Cronin, and Demetrius Atsalis
ALSO PRESENT: Chief Peter Burke, Acting Deputy Eric Kristofferson, Captain Webb, FF Mike Dalmau 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 the April 23, 2020 Regular Meeting

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

- Commissioner Skende: Aye
- Commissioner Cronin: Aye
- Commissioner Atsalis: Aye
- Commissioner Sullivan: Aye
- Commissioner Cross: Aye

2. CORRESPONDENCE:

- None

3. PUBLIC COMMENT:

- None

4. STREET LIGHTS:

- None

5. OLD BUSINESS:

- None

6. NEW BUSINESS:

6a. Building Committee Financial Report

- Commissioner Skende stated he sent Board of Commissioners the financial statement from CMS, Building Project Manager Paul Griffin
- Commissioner Skende said the account is balanced and further stated unless there is some major building contractions issue, for instance the building systems, such as HVAC, not working as needed, he feels that no additional funds should be needed

- Upon a motion duly made and seconded it was voted to reimburse the May 12, 2020 CMS (Construction Monitoring Services, Inc.) Payment Recommendations of \$11,764.14

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

Commissioner Skende: Aye

Commissioner Cronin: Aye

Commissioner Atsalis: Aye

Commissioner Sullivan: Aye

Commissioner Cross: Aye

6b. Affirm Annual Meeting Date

- Commissioner Cross stated he had to move the Annual Meeting Date as there was a concern between making the final approval of the Annual Meeting Date before understanding what Governor Baker's May 18, 2020 announcement on the Commonwealth's plan for reopening amid the COVID-19 Pandemic would allow for public meetings
- Commissioner Cross stated he worked with HFD Treasurer LaFleur and HFD Moderator David Kanyock to change the date of the Annual Meeting to June 17, 2020 and the meeting will be held at the HFD firehouse
- Commissioner Skende stated the change of date notice for the Annual Meeting will be published in the appropriate newspapers to alert the public of the change of date
- Commissioner Skende also stated a letter signed by HFD Moderator Kanyock was sent to the Secretary of the Commonwealth of Massachusetts, Francis Galvin, informing Secretary Galvin of the change of date for the HFD Annual Meeting
- Upon a motion duly made and seconded it was voted to move to affirm the Annual Meeting be rescheduled by Moderator Kanyock to June 17, 2020 which the Annual Meeting will then take place at the HFD firehouse

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

Commissioner Skende: Aye

Commissioner Cronin: Aye

Commissioner Atsalis: Aye

Commissioner Sullivan: Aye

Commissioner Cross: Aye

6c. Chief's Contract – Date for Executive Meeting

- Commissioner Cross stated he spoke with Chief Burke to let him know that an Executive Session will be held to bring to close the discussions around the Chief's contract
- Commissioner Cross stated this will be a public session with no public meeting to follow
- All commissioners agreed to hold the Executive Session on Wednesday, May 20, 2020

6d. Monthly Expense Report

- Commissioner Cross said the expense seem to be in good shape for the 5 to 6 weeks left until the end of FY'20

6e. Ambulance Revenue and Free Cash

- Commissioner Cross asked if the commissioners wanted to move the monies from Free Cash into FY'21's budget to help subsidize the FY'21 budget
- Commissioner Sullivan said it was good the commissioners were reviewing this item as it was fiscally responsible to understand if they should move to use the Free Cash for expenditures
- Commissioner Sullivan said the final decision to move the Ambulance Fund into the operational budget does not have to be finalized until late June 2020
- Chief Burke asked the commissioners to hold back at least 5% of Free Cash as an insurance policy for future emergency situations such as COVID-19
- Board of Commissioners decide to hold back all Free Cash

7. ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR

- None

8. CHIEF'S REPORT

- Chief Burke said the current operating budget is okay
- Call volume is down by 62 calls year-over-year
- Chief Burke stated that the department has held off on ordering the replacement vehicle that had been budgeted for FY'20 and asked the commissioners to allow the department to continue to hold off until the near end of the FY'20 to ensure there is no other fiscal issue facing the department
- HFD responded to 197 COVID-19 calls since March 2020
- HFD has done limited COVID-19 community testing per the guidelines from the Massachusetts Department of Public Health
- Chief Burke is meeting weekly with the Town of Barnstable and the County Re-opening Task Force
- There are no PPE concerns presently as stock is at a good level
- HFD planning for the fall 2020 and the COVID-19 continued response
- HFD submitted a fire grant response on 051420 for reimbursement of PPEs
- HFD is working on a Staffing Act Grant but Chief Burke wanted to make sure the commissioners found value in this grant as this would help with the projected growth of the department

9. PUBLIC COMMENT

- None

II. POTENTIAL EXECUTIVE SESSION

- None

Vote on Adjournment of public session:

Upon a motion fully made and seconded it was voted to Adjourn the public session

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

Commissioner Skende: Aye

Commissioner Cronin: Aye

Commissioner Atsalis: Aye

Commissioner Sullivan: Aye

Commissioner Cross: Aye

Adjourned at 8:01 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District