

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

Date of Meeting:	Wednesday, April 28, 2021
Meeting Place:	95 High School Road Extension, Hyannis, MA 02601 and Zoom Meeting and Dial-in Number: 781-368-1701

A quorum being duly present, Commissioner Cronin called the April 28, 2021 Special Meeting of the Hyannis Fire District Commissioner Regular Meeting to order at 7:00 PM.

PRESENT: Commissioners Laura Cronin, Dennis Sullivan, Demetrius Atsalis, Peter Cross
Victor Skende, and Treasurer Verna LaFleur

ALSO PRESENT: Chief Peter Burke and Recording Secretary Colleen Murphy

I. OPEN SESSION:

1. 2022 Budget

- Commissioner Cronin stated there was only one item on the Special Meeting agenda; 2022 Budget
- Chief Burke had sent out the consolidated budget to the HFD Board of Commissioners
- The budget before the commission was dated 042821
- Commissioner Sullivan said the billing expense is down as the Ambulance Revenue is also down
- Chief Burke stated the past year's budget will be hard to measure against other years as the year was unusual due to COVID-19 and the pandemic ramifications
- Commissioner Skende asked how many additional FFs does Chief Burke anticipate adding to the staff
- Chief Burke said the budget before the commissioners shows that there is no additional ask for FFs; what the proposed budget does show is full force of last year appropriations; there are 4 FFs that have not been brought on yet which were budgeted for March 2021 and we are working on the hiring process now and the candidates will be brought before the board; depending on how the economy and other things transpire, Chief Burke believes that 4 additional FFs along with the Assistant Chief position could be in FY23 or FY24
- Commissioner Cronin asked Chief Burke if this budget contains a contingency for the Union contract, the Chief acknowledged there was
- Commissioner Sullivan said there are 64 FFs that are authorized for future hiring
- Chief Burke stated to run the shift effectively we should have 13 on duty at all times but we also have 3 off at a time so then we will have to deal with over time, etc.
- Commissioner Skende stated it is a moving target because you don't know who will retire
- Chief Burke agreed with Commissioner Skende
- Commissioner Cross said then you have a fire like you did earlier today when it is all hands on deck – and you cannot budget for a fire like that

2022 Budget Continued

- Chief Burke then went through the budget line items
 - o Salary and Wages is based on the full force of the approbated staffing, which is 4 new FFs that have not been hired yet plus an estimated contractual increase
 - o Civilian Staff is a conventional raise the same as the Union will get
 - We are still carrying a 3rd administrative position which depends on whether in-person business picks up
 - Commissioner Cross said he thought it was a good idea to leave that in the budget as a place holder for now
 - o Overtime line is just the conventional increase from the salaries
 - o Training line is a contractual item but also a reality of our job – it is a regulatory item
 - o Callout will be \$5,000 under from last year; holiday \$30,000 up from last year; sick leave buy back \$200,000 reduction year-over-year
 - o Employee payroll taxes and ADP is calculated based on the anticipated salaries
 - o General Expense items are budget driven such as rubbish, water and sewer
 - o Exhaust has been moved to under General Maintenance per the board's request
- Commissioner Sullivan stated the Ambulance Fund for this year as of 042821 was at \$1,300,000 but the final number will be finalized at the Annual Meeting; however, year-over-year the Ambulance Fund is down
- \$2,200,000 in Free Cash; Chief Burke would like us to use \$800,000 towards the budget; last year there was no Free Cash used
- Chief Burke stated that he saw another option – normally \$100,000 is appropriated for Stabilization and instead of the stabilization coming from the tax it could come from the Free Cash; so instead of pulling \$800,000 we could pull \$900,000 from Free Cash and use \$100,000 of the Free Cash for the Stabilization line item; this Free Cash proposal will lower next year's tax burden
- All commissioners thought that was a good alternative

Upon a motion fully made and seconded it was voted to approve the FY22 budget as presented

Discussion:

- o Commissioner Cronin stated she met with Lynn Foster to discuss options to fund the balance of the building; Lynn Foster suggested to get a short-term note with the interest on it being very little; the only outstanding item would be that we do not know how much coverage we need at this point and we need to take some more time to understand what that number will be
- o There will a negligible interest fee on the 2022 budget as it will be a short-term note

- **VOTE: PASSES UNANIMOUSLY**

-Vote recorded as follows:

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

Vote on Adjournment of public session:

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

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

Commissioner Sullivan: Aye

Commissioner Cross: Aye

Commissioner Skende: Aye

Commissioner Atsalis: Aye

Commissioner Cronin: Aye

Adjourned at 8:30 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District