

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

<b>Date of Meeting:</b>	<b>Thursday, August 27, 2020</b>
<b>Meeting Place:</b>	<b>95 High School Road Extension, Hyannis, MA 02601 and Zoom Meeting and Dial-in Number: 781-368-1701</b>

A quorum being duly present, Commissioner Cross called the August 27, 2020 Hyannis Fire District Commissioner Regular Meeting to order at 7:01 PM.

**PRESENT:** Laura Cronin, Peter Cross, Victor Skende, Dennis Sullivan, and Demetrius Atsalis  
**ALSO PRESENT:** Chief Peter Burke, Acting Deputy Chief Eric Kristofferson, FF Mike Dalmau and Recording Secretary Colleen Murphy

**I. OPEN SESSION:**

**1. MINUTES:**

- Upon a motion duly made and seconded it was voted to approve the minutes of the July 29, 2020 Regular Meeting as amended

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

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

**2. CORRESPONDENCE:**

- Commissioner Cronin stated the HFD Commissioners and the HFD By-Law Committee received separate intent letters from the HFD Moderator David Kanyock stating he will not run again for the HFD Moderator position after his term expires in 2021

**3. PUBLIC COMMENT:**

- None

**4. STREET LIGHTS:**

- Commissioner Atsalis requested that a final discussion on the Independence Drive area project specifically the requested HFD "6 street lights" be put on the agenda for the September 22<sup>nd</sup> meeting

**5. OLD BUSINESS:**

- None

**6. NEW BUSINESS:**

6a. Appointment of FF/EMT Michael Amick

- Chief Burke asked the Board of Commissioners to appoint FF/EMT Michael Amick to a permanent position
- Upon a motion duly made and seconded it was voted to appoint FF/EMT Michael Amick to a permanent position

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

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

6b. Building Committee – maintenance and grounds

- Commissioner Cross stated the Building Committee met with building project key management to discuss outstanding construction items
- Commissioner Skende stated he spoke to Chief Burke regarding the landscaping being maintained - Chief Burke stated to Commissioner Skende that there is no money available to him for landscaping maintenance such as weeding, etc.
- Chief Burke stated he has gotten pricing for long-term maintenance and the cost is around \$6000 (USD) – which is too expensive
- The commissioners were open to taking money from their FY 21 budget to pay for the maintenance but the areas to be maintained must be evaluated and the long-term maintenance plan needs to be understood
- Chief Burke said he would investigate what needs to be done and who to hire

6c. Revenue and Expenses

- Commissioner Sullivan stated that 20% of the budget at most has been spent for retirement, which is a 1-time payment and that all other expenses are well below budget
- Commissioner Sullivan said tax receipts are ahead of last year

6d. Wire transfer process and protocols

- Commissioner Cronin stated there was an issue with one of the wire payments to a vendor which was in error
- Commissioner Cronin said this error is an ongoing investigation, therefore; details are not allowed to be discussed at this time
- Commissioner Cronin asked what protocols are in place today so that it will not happen again
- Chief Burke stated that he believes no wire transfers should take place without the approval of at least one member of the Board of Commissioners

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

- None

**8. CHIEF'S REPORT**

- Call volume has picked back up
- FFs are still responding to Covid-19 calls
- HFD is working with the Town of Barnstable and Barnstable County on Covid-19 response specifically planning back to school testing – and a testing machine is on order (15 minute testing response time) which the town has been pursuing
- Continuing to apply for grants to reduce financial impact regarding Covid-19 response
- Bike team has had 25 responses so far
- 2 FFs on leave due to work injury status
- Deputy written exam is on September 10, 2020 and Skills Assessment will occur on September 24, 2020
- There will be a scaled down 09/11 memorial this year due to Covid-19
- This year is a contract negotiation year

**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 Sullivan: Aye

Commissioner Cross: Aye

Commissioner Atsalis: Aye

Commissioner Cronin: Aye

Adjourned at 8:56 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District