

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

<b>Date of Meeting:</b>	<b>Thursday, July 29, 2020</b>
<b>Meeting Place:</b>	<b>Zoom Meeting and Dial-in Number: 781-368-1701</b>

A quorum being duly present, Commissioner Cross called the July 29, 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, Acting Lieutenant John Daley and Recording Secretary Colleen Murphy

**I. OPEN SESSION:**

Commissioner Cronin took the meeting out of order, per the request of Chief Burke, to approve and affirm the promotion of Acting Lieutenant John Daley to Permanent Lieutenant due to the retirement of Lieutenant Robert Hennessy on July 1, 2020

- Upon a motion duly made and seconded it was voted to approve and affirm the appointment of John Daley to Lieutenant

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

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

**1. MINUTES:**

- Upon a motion duly made and seconded it was voted to approve the minutes of the June 25, 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:**

- None

**3. PUBLIC COMMENT:**

- None

**4. STREET LIGHTS:**

- None

**5. OLD BUSINESS:**

- None

**6. NEW BUSINESS:**

6b. Building Committee – Payment of Settlement Agreements

- Commissioner Cross said that he and Commissioner Skende have gone over the applications of payment and Commissioner Cross and Skende are satisfied the following applications of payment have been corrected

- Commissioner Cross stated that Paul Griffin, from CMS, has been reviewing CTA and their subcontractors applications for payment and this review process has reduced costs owed by HFD
- Commissioner Cross said the applications of payments are as follows: Application #34 - \$58,429.00 (USD); Application #35 - \$7,998.00 (USD); Application #36 - \$13,887.00 (USD); and Application #37 \$49,406.34 (USD)
- Commissioner Cross stated the new HFD building project has not gone over the budget
- Commissioner Cross said that he and Commissioner Skende, Chief Burke and Treasurer LaFleur met on July 10, 2020 with Lynn Foster-Welch, from UniBank
- Commissioner Cross stated that Ms. Foster-Welch indicated that the HFD commissioners could borrow \$1,293,814.50 (USD) which is what is remaining out of the original \$18,500,000.00 (USD) borrowed
- Commissioner Cross stated Treasurer LaFleur said she had \$70,000.00 (USD) in cash to pay bills and \$140,000.00 (USD) in bills; Ms. Foster-Welch then advised that it is legal to pay bills out of prior HFD funds and track them separately then when make final borrow from bank, reimburse the HFD for those bills that have been separately tracked – what this does is save money on fees associated with borrowing when bonded – and Ms. Foster-Welch also advised not to declare the project done as there are additional items that need to be fixed and this will save HFD a significant amount of money – by not declaring the project done, right away until all is finished – then HFD will not have to bond before the project is officially completed
- Upon a motion duly made and seconded it was voted to approve to pay Application #34 - \$58,429.00 (USD); Application #35 - \$7,998.00 (USD); Application #36 - \$13,887.00 (USD); and Application #37 \$49,406.34 (USD) for a total of \$129,720.34 (USD)

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

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

**6c. Revenue and Expenses**

- Commissioner Sullivan has been working with HFD Treasurer La Fleur on the 2020 budget numbers and he stated that he has handed out the 2020 budget numbers to all of the HFD commissioners
- Commissioner Sullivan said that as of June 20, 2020, tax revenue was at \$12,900,000.00 (USD)
- Commissioner Sullivan stated that the 2020 over budget items mostly are due to COVID-19

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

- None

**8. CHIEF'S REPORT**

- Chief Burke said the Deputy Chief's Promotional Process key dates are September 10<sup>th</sup> which will be the written test and the skill assessment will occur the last week in September
- Chief Burke stated Human Resources Inc., in August, will be reviewing the HFD hiring process and advertising process to see if there is any fine tuning needed to help in acquiring the best possible candidates for HFD openings
- Chief Burke stated the HFD is actively pursuing any reimbursement grants pertaining to COVID-19 expenditures
- HFD Public Safety Bikes has been launched and has received positive feedback from the community

- Regarding the Marine 1 refit, the HFD has the opportunity to acquire a previously used 41' fiberglass former Coast Guard boat in excellent condition for free from the Town of Newburyport as Newburyport has just taken ownership of a steel haul boat and now do not have a spot to dock the 41' fiberglass boat
- Upon a motion duly made and seconded it was voted to acquire the 41' fiberglass boat from the Town of Newburyport

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

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

**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 8:35 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District