

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

Date of Meeting:	Thursday, June 11, 2020
Meeting Place:	Zoom Meeting and Dial-in Number: 781-368-1701

A quorum being duly present, Commissioner Cross called the June 11, 2020 Hyannis Fire District Commissioner Regular Meeting to order at 7:00 PM.

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

ALSO PRESENT: Chief Peter Burke, Acting Deputy Eric Kristofferson, FF/Union President

Mike Dalmau, Mark McCourtin (Dowling and O'Neil Insurance Agency), and Recording Secretary Colleen Murphy

I. OPEN SESSION:

- Commissioner Cronin took the meeting out of order to let agenda item – New Business 6a -Mark McCourtin present the HFD insurance renewal proposal presentation from VFIS (Insurer of Emergency Organizations)
- Mark McCourtin stated the monetary change year-over-year for the exact insurance policy to be renewed has an overall increase of 2%, a little over \$3000 (USD)
- Mark McCourtin suggested that additional coverage should be considered due to changes in the Commonwealth of Massachusetts law pertaining to cancer coverage for FFs - he suggested a \$19,425 (USD) increase in the insurance policy cost for cancer coverage to protect the Hyannis Fire District exposure due to the new Commonwealth of Massachusetts law
- Upon a motion duly made and seconded it was voted to approve the Dowling and O'Neil Insurance Agency/VFIS insurance proposal version 2 which include a \$19,425 (USD) increase in the insurance policy cost for cancer coverage

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 May 28, 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:

- Commissioner Atsalis stated he is willing to still cover streetlight issues in addition to the Clerk's role

5. OLD BUSINESS:

- None

6. NEW BUSINESS:

6b. Annual Meeting Location and Safety Precautions

- Chief Burke stated they have 2 potential options to host the Annual Meeting at the firehouse specifically either in the apparatus bay area or the far northwest corner of the parking lot
- Commissioner Cross stated he would like to get further clarification on the March 23, 2020 order by Governor Baker – on the exceptions on municipal meetings
- Commissioner Cross said he believes the meeting should be held outdoors but we need to understand what the consequences are if due to weather the meeting has to be moved indoors
- Chief Burke said there has been no guidance on the consequences of moving the meeting inside
- Commissioner Skende asked if due to weather the meeting could not be held outside, if the HFD Moderator could open the meeting then recess the meeting to a future date, if a quorum is present
- Chief Burke thought that was plausible
- Acting Deputy Kristofferson said he thought it was a good plan if the HFD Moderator could recess the meeting if needed due to weather
- Commissioner Cronin stated the meeting will be held outside per the plan stated; if the weather is inclement and a quorum is present, the HFD Moderator will open and then recess the meeting to a future date
- Commissioner Cronin said Treasurer LaFleur would bring to the Annual Meeting the Annual Report

6c. Building Committee

- Commissioner Skende said Commissioner Cross, Chief Burke and Commissioner Skende will have a meeting on July 15, 2020 to see where things are with Corrective Logs, Warranties, and what the HFD is still owed by contractors and subcontractors
- Commissioner Skende had a conversation with Todd Costa from KBA to notify KBA that the HFD Building Committee wanted to wrap up their involvement by the middle of July 2020 so the district would understand what it would cost the district to fix some of the deficiencies, what deficiencies are covered by warranty, what is recoverable – Todd Costa stated he would review the Correction Action Log, meet with his team to understand where they are with the punch list and to ensure the punch list is monetized
- Commissioner Skende said the goal is to sit down with the Principles by end of July
- Commissioner Cross spoke with Jeff Hazelwood from CTA and told him that the HFD Building Committee wants to close out the project with CTA and make final payment with CTA
- Commissioner Cross then said to Jeff Hazelwood that he wants to make sure everything is done and done correctly before the final payments are made
- Commissioner Cross said he received a letter from Griffin Electric regarding the work Griffin Electric has not been paid for – pertaining to the work they did on the new HFD fire house project this letter was also sent to Paul Griffin at CTA
- Commissioner Skende said the board needs to be aware that no one from CMS has been on site for 6 to 8 months regarding remediation of items on the punch list and it has been close to 1-year since we have given any money to CMS
- Commissioner Cronin requested for Paul Griffin to walk through the document that was sent to the Board of Commissioners
- Commissioner Skende stated Paul Griffin has been asked to send the commissioners a detailed itemized list to understand what the most recent Request for Payment invoice for the amount of \$58,429 (USD) – and until that happens, the most recent Request for Payment invoice will not be paid – payment may not happen until after the meeting the July 15, 2020

- Commissioner Cronin said the board will hold off making any decision on payment to CMS Request for Payment invoice until after the meeting on July 15, 2020
- 6d. Revenue and Expenses
- Commissioner Sullivan stated we agreed in a previous Regular Meeting, that we would not transfer any money from Free Cash for FY '21
 - Commissioner Sullivan said the Ambulance Fund is at \$3,292,385 (USD) as of 06/10/20 and that the commissioners should not hold any of the Ambulance Fund back and instead add it to the FY'21 budget – this transfer of money into the FY '21 budget will be part of the motion made at the Annual Meeting
 - Upon a motion duly made and seconded it was voted to approve the motion to move from the \$3,292,385 (USD) from the Ambulance Fund against the FY '21 budget
 - **VOTE: PASSES UNANIMOUSLY**
- Vote recorded as follows:
- Commissioner Skende: Aye
Commissioner Cronin: Aye
Commissioner Atsalis: Aye
Commissioner Sullivan: Aye
Commissioner Cross: Aye
- Commissioner Sullivan stated the HFD has \$3,411,799 (USD) left in the FY '20 budget; we need to retain some of the money for any late June bills as a precaution
 - Commissioner Cronin asked Chief Burke where he was with the FY '20 budget items that need to be still purchased (i.e. budgeted vehicle)
 - Chief Burke stated he would still like to hold out a bit closer to the end of FY '20 for a vehicle purchase
 - Commissioner Cross said – Free Cash can only be spent by vote of the Hyannis District to approve a specific expenditure
 - Commissioner Sullivan stated Treasurer LaFleur had contacted him to ask if he would read the Articles at the Annual Meeting – and he said he would

7. ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR

- None

8. CHIEF'S REPORT

- Chief Burke stated COVID-19 calls are trending the same as last meeting with 1 to 2 calls a day on average
- Chief Burke said he is still working with the Reopening Task Force
- The Task Force is focused on 2 items presently:
 1. The reopening of small businesses and restaurants – for the HFD it is a balancing act on how businesses can operate while they are meeting the new COVID-19 guidelines while meeting existing fire code
 2. COVID-19 Mobile Testing – potential interest with resurging COVID-19 testing capacity – testing and tracing
- Call numbers are down by 200 year-to-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 Cronin: Aye

Commissioner Atsalis: Aye

Commissioner Sullivan: Aye

Commissioner Cross: Aye

Adjourned at 8:31 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District