

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

<b>Date of Meeting:</b>	<b>Wednesday, September 16, 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 Cronin called the September 16, 2020 Hyannis Fire District Commissioner Regular Meeting to order at 6:04 PM.

**PRESENT:** Laura Cronin, Peter Cross, Victor Skende, Dennis Sullivan, and Demetrius Atsalis  
**ALSO PRESENT:** Chief Peter Burke, 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 she received correspondence from Treasurer LaFleur regarding the Town of Barnstable open meeting posting policy
- Commissioner Cronin stated that this letter would be discussed during the agenda item 6b. Discussion on Meeting Postings

**3. PUBLIC COMMENT:**

- None

**4. STREET LIGHTS:**

- Commissioner Atsalis said that the Town of Barnstable was putting in sidewalks for the Independence Park project down to Rte. 132 and asked if the other commissioners wanted to now pay for the streetlights for the HFD portion
- Commissioner Cronin said the Town of Barnstable said the town would take care of the streetlights in that area

**5. OLD BUSINESS:**

- None

**6. NEW BUSINESS:**

6a. Revenue and Expenses

- Commissioner Cronin stated all commissioners received (in their HFD office mail boxes) the monthly expense report from Treasurer LaFleur
- Commissioner Sullivan said he would follow up with Treasurer LaFleur and ask her to distribute the 2019 revenue tax to 2020 revenue tax numbers to all of the board members
- Commissioner Cross said he thought the expense numbers looked good so far - 2 months into the new budget year

#### 6b. Discussion on Meeting Postings

- Commissioner Cronin said she wants to finalize who is responsible for the meeting notice postings and what process will be used for backup in case key personnel are not in the office to post the notice and also where the official posting should reside as there have been some meetings that were postponed due to issues with the meeting notice posting
- Commissioner Skende said since the Open Meeting Laws have been enacted, the meeting notice has to be posted and available 24 hours a day for two days for residents to read
- Commissioner Skende stated that the agenda, once posted can be amended the day of the actual meeting
- Commissioner Cronin said the Commissioner Clerk will be responsible to post the meeting notice in appropriate time sending the meeting notice to HFD Treasurer LaFleur and HFD Administrative Assistant To The Chief Kelly Foley, they will then post the document to the HFD website (if the HFD is able to post it to the HFD website) and if needed send the document to the Town of Barnstable Clerk's office in order to have the notice posted on the Town of Barnstable website in a timely manner
- Commissioner Cronin also stated that a schedule when the Commissioner Clerk will email the HFD Commissioner Regular Meeting agendas will be sent to both HFD Treasurer LaFleur and HFD Administrative Assistant To The Chief Kelly Foley so they are both aware and both will be able to manage the handoff of the meeting notice to the Town Clerk of Barnstable to be posted for the public
- Commissioner Atsalis asked the commissioners to send him the agenda items the Thursday before the next meeting
- Commissioner Cross said that perhaps the Town of Barnstable Clerk should be asked if a perpetual posting on the Town of Barnstable website stating to residents the HFD meeting postings are located at a specific URL
- Commissioner Cronin stated the posting of the Regular Meeting agenda will be posted on the Town Hall website for now

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

- Commissioner Skende suggested the Regular Meetings start at 7:30 PM instead of 7:00 PM due to a conflict of time for Commissioner Atsalis who is still at his main job at 7:00 PM
- Commissioner Atsalis asked, as long as the other commissioners did not mind, if he could be 10 minutes late during his busy work season to the regular meeting then he is fine with a 7:00 PM start time
- Commissioner Cronin stated the start time for the Regular Meeting will stay at 7:00 PM

#### **8. CHIEF'S REPORT**

- Call volume down by 300 call year-over-year, which has been the trend
- The Deputy Chief written exam was held on September 10, 2020 and Chief Burke was waiting on the results
- The Deputy Chief assessment center test will be held on September 24, 2020
- Chief Burke said he will have a list for the commissioners to appoint a Deputy Chief for the next HFD Commissioners Regular Meeting on September 24, 2020
- Commissioner Cronin said they will get the scores on September 24, 2020 and there should be an executive session to discuss the Deputy Chief testing results with MRI who is the outside consultant handling the Chief Deputy testing for the HFD and then the commissioners will announce the appointment of the new Deputy Chief on October 8, 2020
- Chief Burke said they are still pursuing any COVID-19 reimbursement grants
- Chief Burke stated the HFD is still working with the Town of Barnstable and the county on COVID-19 items
- October 5, 2020 is the start for the Fire Academy and it will end January 8, 2021 – we have 4 FFS attending
- Overtime is tracking high due to the staff reduction to 10 FFs from 13 FFs minimum per shift due to the Fire Academy training

**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 7:32 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District