

ONSET FIRE DISTRICT
OFFICE OF THE PRUDENTIAL COMMITTEE
15 SAND POND ROAD
ONSET, MASSACHUSETTS
508-295-6090

Meeting Date: November 8, 2018

Joint Meeting with the Board of Water Commissioners

1. Open Meeting (Chair) with Pledge of Allegiance

Chairman Pamela Pike opens the Prudential Committee meeting at 5:00PM with the Pledge of Allegiance. Present are Charles Klueber Clerk, Marcine Fernandes Member, Frank Kowzic Water Commissioner, Kevin Sampson Water Superintendent, Jacqui Nichols Town Assessor, Bruce Almeida Auditor, Mary McCoy Clerk Treasurer, Melissa Goodell Recording Secretary, Jovina Dean Citizen.

Ben Hughes Water Commissioner Chairman arrives at 5:20PM. Ken Fontes Water Commissioner arrives at 6:05PM.

Chairman Ben Hughes opens the Water Commissioner's Meeting at 5:20PM

2. Public Hearing for Tax Classification

Charles Klueber motions to open the Tax Classification hearing. Marcine Fernandes seconds the motion, vote 3-0-0.

Jacqui Nichols presents the Committees a handout and speaks to keeping a factor of 1 or splitting the rate. Jacqui Nichols states that in her opinion the Onset Fire District does not have enough commercial industry to justify a split rate.

Jacqui Nichols states there has been an approximate 8% increase in home values while the commercial values are relatively flat.

Charles Klueber motions to close the Tax Classification hearing, Marcine Fernandes seconds the motion, vote 3-0-0. Chairman Pike asks for discussion on the issue, there is none.

Marcine Fernandes motions for the Onset Fire District to adopt a single tax rate with a 1.0 tax factor, Charles Klueber seconds the motion, vote 3-0-0.

3. Audit Report from Bruce Almeida

Bruce Almeida goes over audit report (copy attached) and highlights some of the critical areas.

Bruce Almeida states the OPEB contributions put the District in good place and that the Onset Fire District is ahead of most other towns as far as contributions go. According to Almeida this will be a big asset and will help to assure a low interest rate on borrowing. Almeida states that the District has contributed to OPEB but the Water Department has not as of the time of the audit.

Almeida states the District has \$240,000.00 surplus and the Water Department also had a good year with cash increase.

Almeida states there are no discrepancies in the finances of the District.

Almeida states the District's policies need to be written and recorded so future boards can see and follow the same procedures. Almeida sites a stabilization policy and an OPEB policy for examples. Almeida recommends talking to Lynn Wells, the financial advisor for the District on how to go about establishing the written policies.

Disposal of assets: Almeida states it would be a good idea for the District to also have a written policy for disposal of assets valued under \$10,000.00.

4. Approval of Minutes from October 25, 2018

Prudential Committee:

Charles Klueber motions to accept the minutes of October 25, 2018. Marcine Fernandes seconds the motion, vote 3-0-0.

Water Commissioners:

Ken Fontes motions to approve the minutes of October 25, 2018. Frank Kowzic seconds the motion, vote 2-0-1 with Ben Hughes abstaining.

5. Public Comment on Non-Agenda items

Jovina Dean says she would like to extend a thank you to Mary McCoy for the wonderful audit.

6. Board of Engineer's Reports and Discussions which may include topics pertaining to personnel, payroll, procurements and operations at the Fire Department.

There is no report

7. Report from Fire Station Building Committee

Frank Kowzic states there is no new report. The next Fire Station Building Committee meeting will be on November 13, 2018.

8. Discuss District business with Water Commissioners: Discussions may include financial, procurements and operations at the Water Department

Ben Hughes states he would like to present a postdated request to the 15th of November for a

Special District Meeting.

Frank Kowzic motions to rescind the previous letter requesting a Special District Meeting which was dated for October 25, 2018. Ken Fontes seconds the motion, vote 3-0-0.

Charles Klueber states the Prudential Committee needs to rescind the article for the generator that was voted on at District Meeting in May and reword it to include all parts associated with the generator also. This new article will be voted on at the Special District Meeting.

Charles Klueber motions to ask the voters to rescind Article 11 from May 21, 2018. Marcine Fernandes seconds the motion, vote 3-0-0.

9. Clerk-Treasurer's Report which may include Health Insurance, Retirement and Financial Topics

Mary McCoy informs the Prudential Committee that there needs to be a vote and signing on the MOA from the union.

Charles Klueber motions to sign the MOA for the Fire Fighter's Union for collective bargaining years 2017-2020. Marcine Fernandes seconds the motion, vote 2-0-1 with Pamela Pike abstaining.

Mary McCoy states Attorney Tobin and Attorney Sumner would like to speak with the Prudential Committee about a request from Chief Goodwin for information on reorganization of the Board of Engineers. Charles Klueber says he will speak to the attorneys.

Mary McCoy presents a debt service schedule showing what the interest rate and payoff would be for 1.5 million dollars over 15 years and over 20 years. This is the amount the Water Commissioners state they would need for the Cranberry Highway Project.

Mary McCoy states the paperwork is being completed for the 20 new Mass Maritime recruits coming on board as of November 29, 2018.

10. Items not reasonably anticipated by the Chair 48 hours in advance of this meeting.

There are none.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Prudential Committee:

Pamela Pike Chairman

Charles Klueber Clerk

Marcine Fernandes Member

Water Commissioners:

Benjamin Hughes Chairman

Frank Kowzic Clerk

Ken Fontes Member

Documents Used: Agenda, Minutes of October 25, 2018, Audit Report, Tax Classification handout, Debt Service Schedule for Cranberry Highway

Onset Fire District
Fire Station Building Committee
15 Sand Pond Road
Onset, Massachusetts 02558

Meeting Date: November 13, 2018

Location: 15 Sand Pond Road, Onset, MA

Joint Meeting w/ Prudential Committee

1. Open Meeting with Pledge of Allegiance

Frank Kowzic opens the Fire Station Building Committee Meeting with the Pledge of Allegiance at 5:00PM. Present are Diane DiStolfo Clerk, Ed Ransom, Len Gay, Chief Goodwin, Marcine Fernandes Members, David Halberstadt, Peter DiPasqua Citizens. Absent Richard MacNevin Member.

Pamela Pike opens the Prudential Committee Meeting at 5:01PM. Present are Charles Klueber Clerk, Marcine Fernandes Member and those listed above.

2. Approve Minutes

Len Gay motions to accept the Minutes of October 23, 2018. Ed Ransom seconds the motion, vote 5-0-1 with Marcine Fernandes abstaining.

3. Update from OPM Joe Sullivan regarding the new fire station, design, and any other business

Update given by Chief Goodwin in the absence of Joe Sullivan.

Chief Goodwin states he met with TGAS, The Galante Architecture Studio Inc, and Ted Galante indicates there will have to be a cut back on the size of the building due to a rise in construction costs. The new design will go from a two story structure to one story. The Committee is presented with drawings.

The building will be moved back 50 feet from Sand Pond Road to accommodate the

needs of the D.O.T. in the construction of Cranberry Highway. The new Fire Station will still be out of the 500 year flood plain.

Chief Goodwin states the existing fire station is approximately 7000 plus square feet and the new fire station will be over 13000 square feet.

By next meeting there should be a tighter set of drawings and the building will be built to accomodate future expansion.

The drawings are the current concept and TGAS will try to finalize by next week.

4. Items not reasonably anticipated by the chair 48 hours in advance of this meeting.

There are none.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Fire Station Building Committee:

Frank Kowzic Chairman

Diane DiStolfo Clerk

Linwood Gay Member

Richard MacNevin Member

Marcine Fernandes Member

Ed Ransom Member

Chief Ray Goodwin Member

Prudential Committee:

Pamela Pike Chairman

Charles Klueber Clerk

Marcine Fernandes Member

Documents Used: Agenda, Minutes to Meeting October 23, 2018, TGAS drawings of the new fire station