

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

Meeting Date: June 13, 2019 5:00PM

Location: 15 Sand Pond Road, Onset

1. Open Meeting with Pledge of Allegiance

Pamela Pike opens the meeting at 5:00 PM with the Pledge of Allegiance. Present are Charles Klueber Clerk, Marcine Fernandes Member, Mary E. McCoy Clerk-Treasurer, Diane Distolfo, Joe Sullivan, Richard McNevin, Len Gay Mr. Halberstadt and Frank Kowzic

Approval of Minutes: None

Public Comment: None

Discuss District Annual Report Len spoke his piece and wasn't happy with his responds. Mary states she will do one going forward.

Discuss Election: Charlie states due to a comment on Face Book post, no formal complaint District Attorney gathered information on the investigation Charlie was in receipt of the report. Conclusion; no merit to Ms. Haratoonian; accusation about Ms. Goodell. Report will be turned over to Prudential Committee. No further action to be taken suggested by the investigating.

Joe Sullivan, site is stumping couple days has a quote. June 26, 2019 Zoning Board postponed further third party review cost \$500.00. Double fuel tank purpose was found by the Chief. Furniture has been purchased at a huge discount a company was going out of business. Bog owner wants a buffer between property lines. Joe will check cash flow statement. Month of July subcontractor bids.

Open FSB committee at 515 pm present Frank Kowzic, Mr. Hamberstat, Diane Distolfo, Len Gay and Marcine Fernandes. Absent: Chief Goodwin and Ed Ransom.

Reorganize the Board Frank Kowzic will stay on Chair Motion by Diane Distolfo second Mr. Halberstadt vote: 4-0-0

Water Department: Frank Kowzic asked if the Fire Department if they use the reverse 911 line for emergency call in case of future boil water order. Frank will ask Kevin to speak with Wareham Water Department.

Clerk-Treasurer Mary states \$2 million loan to pay the deficit on Fire Station Building Account rate at 2.24%, Invitation to Massachusetts Maritime Academy Graduation.

Page 2: Prudential Committee and Fire Station Building: Minutes June 13, 2019

Candidate for acting Assistant Engineer/Deputy, Pam asked about grading system used for Chief position. Charlie states to use common sense. His feeling is three of them to review all packages and score. Charlie said try before you buy. Marcine the salary level will not be the current salary is. Discussion on process on the ranking, have a memorandum of employment. Pam states they have to agree on the process. Outline the lacking of the candidates with a college degree. Pam states during the interim a degree isn't required but going forward we should look at that. Mr. Halberstadt lists criteria to score the candidates. Len said Onset doesn't require a Bachelor's Degree maybe Associates Degree. Charlie states the format and structure needs to change, the Chief will be retiring soon. Marcine states the Pru Com needs to meet again to use previous scoring system the board used for the Chief. Pam wants to have a formal format, Mr. Halberstadt said he would help he has years of experience in Human Resource. Marcine states he feels at least an Associate's Degree should be required, she feels that is important. Charlie states By-Law Committee needs to meet to suggest some changes with the changes suggested. Pru Comm will meet on June 20, 2019 at 6:00 pm for further discussion of filling the Acting Assistant Engineer.

Motion to adjourn at 6:09 pm Marcine Fernandes second Charles Klueber: vote 3-0-0

Respectfully submitted:

Mary E. McCoy, Recording Secretary

Pamela Pike, Chair

Charles Klueber, Clerk

Marcine Fernandes, Member

Fire Station Building Committee:

Frank Kowzic Chairman

Linwood Gay Member

Marcine Fernandes Member

ABSENT
Chief Ray Goodwin Member

Diane DiStolfo Clerk

David Halberstadt Member

ABSENT

Ed Ransom Member

Documents used: Agenda and Invitation to Graduation Notice MMA.

Onset Fire District
Office of The Prudential Committee

15 Sand Pond Road, PO Box 44
Onset, Massachusetts 02558-0044
508-295-6090

Meeting Date: June 20, 2019 6:00PM

Location: 15 Sand Pond Road, Onset

Meeting posted by: Pamela Pike Chairman June 17, 2019

1. Open Meeting with Pledge of Allegiance

Chairman Pamela Pike opens the meeting at 6:05PM with the Pledge of Allegiance. Present are Charles Klueber Clerk, Marcine Fernandes Member, Melissa Goodell Recording Secretary.

2. Discussion and reviews of interested candidates for the position of Acting Deputy at the Onset Fire Department

Charles Klueber states there are seven letters of interest for the position of Acting Deputy Chief. There is discussion as to how many candidates the Prudential Committee would like to interview. Pamela Pike states three candidates for interview would be appropriate. There is further discussion about the interview process and if it might be acceptable to offer the position in order of ranking.

The following is how the candidates were ranked:

| <u>Pamela Pike</u> | <u>Charles Klueber</u> | <u>Marcine Fernandes</u> |
|----------------------|------------------------|--------------------------|
| 1. David Evans | Gene Crocker | John Cook |
| 2. Gene Crocker | David Evans | Gene Crocker |
| 3. Howard Andersen | Howard Andersen | Howard Andersen |
| 4. Jeffrey Dias | John Cook | Jeffrey Dias |
| 5. John Cook | Jeffrey Dias | Peter DiPasqua |
| 6. Peter DiPasqua | Peter DiPasqua | David Evans |
| 7. Justin Harrington | Justin Harrington | Justin Harrington |

There is discussion about how long the position will be considered “Acting Deputy”. Charles Klueber would like By-Law Committee Chairman Robert Brousseau to attend the next Prudential Committee Meeting to discuss calling a meeting of the By-Law Committee. There is discussion about changing the By-Laws to eliminate the Board of Engineers and perhaps make the position of Chief that of a Strong Chief.

3. Items not anticipated by the Chair 48 hours before the meeting.

There is none.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Prudential Committee:

Pamela Pike Chairman

Charles Klueber Clerk

Marcine Fernandes Member

Documents Used: Agenda, Letter of interest and supporting documents from the seven candidates listed above.

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

Meeting Date: June 27, 2019

1. Open Meeting (Chair) with Pledge of Allegiance

Chairman Pamela Pike opens the Prudential Committee Meeting at 5:15PM with the Pledge of Allegiance. Present are Charles Klueber Clerk, Melissa Goodell Recording Secretary, Mark Santos and Erica O'Connor of Hart Insurance. Absent Marcine Fernandes Member.

Chairman Frank Kowzic opens the Fire Station Building Committee Meeting at 5:15PM. Present are Diane DiStolfo Clerk, Len Gay, David Halberstadt, Chief Goodwin Members. Absent Marcine Fernandes and Ed Ransom Members.

2. Approval of Minutes

Charles Klueber motions to accept the Prudential Committee Minutes of May 23, 2019, June 13, 2019 June 20, 2019 and Executive Session of May 23, 2019. Pamela Pike seconds the motion and states the Executive Session Minutes will not be released, vote 2-0-0

Chief Goodwin motions to accept the Fire Station Building Committee Minutes of April 11, 2019, May 8, 2019 and June 13, 2019. Diane DiStolfo seconds the motion, vote 5-0-0.

3. Public Comment on Non-Agenda items

There is none

4. Hart Insurance Report

Mark Santos and Erica O'Connor go over the premiums and costs for the Onset Fire

District. VFIS went up the most due to payments to beneficiaries being more than premiums paid. There is discussion about the need for terrorism coverage and raising the deductible.

5. Follow up Letter from Scott Draper

Chief Goodwin states the investigation into the complaint issued by Scott Draper is complete and if Scott Draper would like a copy of the report the Chief would like him to complete a public records request form. The Prudential Committee will send a letter to Scott Draper explaining the process the Chief would like him to follow.

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

Chief Goodwin states there is a reimbursement from FEMA in the amount of \$6700.00 for one of spring storms

Engine 2 is out for body and frame repair.

Squad one has been ordered and could be here by September.

Sent the contract for Engine 1 to Nancy Campany for review.

Chief Goodwin states he had question about using toxic foam. Chief says it is all environmentally friendly.

Chief Goodwin states the Fire Department graduated 19 recruits last week.

Chief Goodwin states he just completed the 5 year plan he had drawn up for the Fire Department.

7. Report from Fire Station Building Committee

Chief Goodwin gives update regarding the Zoning Board Meeting on June 26, 2019:

Architect Ted Galante, Engineer, OPM Joe Sullivan, Prudential Committee Chairman Pam Pike and Chief Goodwin attended the Zoning Board Meeting on June 26, 2019. There was a citizen present who made the following remarks regarding the building of the new Fire Station

- a. the permit wasn't signed properly,
- b. there was not a feasibility study done
- c. not a conservation study done

d. no traffic study

e. buffer zone issue at the new site

All the above issues were completed at the appropriate time in the process. The buffer zone issue has also been resolved. A concern about drainage has been addressed and there will need to be a flow test on the hydrants at the site.

All documents have been agreed to and signed contingent on addressing the issues of drainage and flow test. Have to wait for the appeal process, if there is one, before moving forward.

Pam Pike would like copies of all permits and other items generated by the OPM, or others, to keep on file at the District Office.

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

Chairman Frank Kowzic states:

Well 4 is basically complete and Well 3 is being rehabed.

Have a potential employee personnel problem so will have attorney fees.

The Water Commissioners are donating the excess water from the boil order to charities.

Frank Kowzic states the Water Commissioners voted last night to join 911 reverse call system.

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

There is none

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

Chairman Pamela Pike states there has been a public records request for Attorney correspondence relating to the solar fields. A copy of the guidelines regarding this type of request issued by the Supervisor of Records was reviewed.

Charles Klueber motions to deny the request for Attorney correspondence regarding the solar fields. Pamela Pike seconds the motion, vote 2-0-0.

Charles Klueber motions to adjourn the Prudential Committee Meeting at 6:35PM. Pamela Pike seconds the motion, vote 2-0-0.

Chief Goodwin motions to adjourn the Fire Station Building Committee Meeting at 6:35PM. Diane DiStolfo seconds the motion, vote 5-0-0.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Prudential Committee:

Pamela Pike Chairman

Charles Klueber Clerk

Absent
Marcine Fernandes Member

Fire Station Building Committee:

Frank Kowzic Chairman

Diane DiStolfo Clerk

Linwood Gay Member

David Halberstady

Absent
Marcine Fernandes Member

Absent
Ed Ransom Member

Chief Ray Goodwin Member

Documents Used: Agenda, Minutes to Meetings, Hart Insurance Rate Book, Letter from Scott Draper, Page 31 of the Public Records Law

