

Onset Fire District
Office of the Prudential Committee

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

onsetfiredistrict.org

Meeting Date: September 10, 2020 @4:00PM

Location: 15 Sand Pond Road

Listing of Topics

1. Open Prudential Committee Meeting (Chair) with Pledge of Allegiance

Pamela Pike opens the Prudential Committee meeting at 4:10PM with the Pledge of Allegiance. Present are Marcine Fernandes Member, Melissa Goodell Recording Secretary.

Pamela Pike motions to enter Executive Session at 4:15PM under M.G.L. c.30A, §21(a)(3) to discuss strategy with respect to clearly and imminently threatened or otherwise demonstrably likely litigation as an open meeting may have a detrimental effect on the litigating position of the Prudential Committee and the chair so declares.

And Executive Session under M.G.L. c30A Section 21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel

And Executive Session pursuant to M.G.L. c.30A, §21(a)(7), to comply with or act under authority of, any general or special law or federal grant-in-aid requirements, specifically M.G.L. c.30A, §22(f) and (g) with regard to the review, approval, and/or consideration for non-disclosure of executive session minutes from October 24, 2019 under M.G.L. c30A S21(a)(1). July 23, 2020, June 18, 2020, June 11, 2020, May 14, 2020, April 23, 2020, February 20, 2020, February 13, 2020, December 12, 2019, and November 14, 2019 under M.G.L. c30A S21(a)(2). January 23, 2020, January 9, 2020 and August 27, 2020 under M.G.L. c30A S21(a)(3). September 12, 2019 under M.G.L. c30A S21(a)(4). May 28, 2020 under

M.G.L. c30A S21(a)(6). October 24, 2019 under M.G.L. c.30A, §21(a)(7), and/or related appointment of one or more designees. Marcine Fernandes seconds the motion, vote 2-0-0. Pamela Pike yes, Marcine Fernandes yes.

Open session reconvened at 5:20PM. Present are Pamela Pike Chairman, Charles Klueber Clerk, Marcine Fernandes Member, Chief Goodwin, Mary McCoy Clerk-Treasurer, Melissa Goodell Recording Secretary, Joe Sullivan OPM, John Kelly Clerk of Works, Paolo Carissimi Design Team.

5. Approval of Minutes

Charles Klueber motions to approve the minutes of August 27, 2020. Marcine Fernandes seconds the motion, vote 3-0-0.

6. Fire Station Building Committee's Report/ Update from OPM Joe Sullivan

Joe Sullivan presents the Prudential Committee with the monthly report regarding the new Fire Station. Included are several change orders for discussion. Paolo Carissimi would like the Prudential Committee to reconsider the ceramic tiles in the rest room. He states there is no urgency on the decision Joe Sullivan recommends putting that decision on hold for the time being. John Kelly states he would also like to have the auto gas shut of reconsidered. A decision on that change order would be needed in the next couple of weeks.

Joe Sullivan states the building is about 50% completed and there have been very few change orders comparatively.

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

Chief Goodwin hands out a copy of a letter from the Town Clerk thanking the Onset Fire Department for their assistance at the Town Election in June.

Chief Goodwin states he is looking to roll back [payroll and control costs. Chief Goodwin states he met with the Deputies and told them they need to roll back and briefed on all activities that are going on regarding the Fire Station.

There was a question and discussion about the Onset Fire Department escorting the Mayflower II through the canal and the overtime it created. Chief Goodwin states

they were requested to assist by the Coast Guard.

8. Discuss District business at the Water Department; may include topics pertaining to financial, procurements and operations at the Water Dept.

Mary McCoy states the initial training for the new billing software has taken place.

The 1.7 million dollar bond for the Cranberry Highway project will be coming through the beginning of October.

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

Bruce Almeida will begin the audit of the books in the next week. There will also be an audit conducted of the OPEB account.

As a follow up to the suggestion of forming a Committee to discuss the disposal or future use of the fire station at 5 E Central once the new station is occupied Mary McCoy states she spoke with Attorney Dan Murray. Attorney Murray does not recommend forming a Committee and would like the Prudential Committee to put an Article back in the Warrant.

Mary McCoy states the tax payments are much lower this year compared to last and the spending of free cash has to be closely monitored.

The last payment on the ladder truck is being sent out.

There is discussion about cleaning the property at 240 Onset Ave that is owned by the District. Chief Goodwin states he will send a crew over to clean up so the District does not have to pay someone to do it.

10. Discuss handout from Len Gay regarding the Fire Station at 5 E Central Ave and possible future of the fire station once the new one is complete

At the last meeting of the Prudential Committee citizen Len Gay had given the Committee a breakdown of lots associated with the Fire Station at 5 E Central Ave and a brief history about the property and the permitted usage of the land. There is brief discussion about the options for the property. General consensus is to either dispose of the property or keep it as a substation.

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

There is discussion about authorizing one Prudential Committee member to approve Executive Session Minutes in anticipation of periodic review for release.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Prudential Committee:

Pamela Pike Chairman

Charles Klueber Clerk

Marcine Fernandes Member

Documents Used: Agenda, Mintutes to August 27, 2020, Fire Station monthly report, change order, letter from Town Clerk

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Meeting Date: September 24, 2020 @5:00PM

Location: 15 Sand Pond Road

Listing of Topics

1. Open Prudential Committee Meeting (Chair) with Pledge of Allegiance

Pamela Pike opens the Prudential Committee Meeting at 5:07PM with the Pledge of Allegiance. Present are Charles Klueber Clerk, Marcine Fernandes Member, Mary McCoy Clerk-Treasurer, Melissa Goodell Recording Secretary, Water Commissioner Chair Ken Fontes, Water Commissioner Member David Halberstadt, Water Superintendent Dave Rich, Jovina Dean Citizen.

2. Approval of Minutes

Charles Klueber motions to accept the Minutes of September 10, 2020. Marcine Fernandes seconds the motion, vote 3-0-0.

3. Fire Station Building Committee's Report/ Update from OPM Joe Sullivan

David Halberstadt updates in the absence of Joe Sullivan. There is discussion regarding the recommendation of the Fire Station Building Committee to have a universal gas shut off installed at the new fire station. It is noted that on the priority list given by Chief Goodwin that this item is moderate priority, not high priority. The discussion revolves around concern about adding a moderate priority item and then not having the funds down the road for a high priority item. It is suggested to get clarity on the Chief's priority list before voting.

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

There is none

5. Discuss District business at the Water Department; may include topics pertaining to financial, procurements and operations at the Water Dept.

Refer to Water Commissioner's Minutes for September 24, 2020.

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

The budget for the Water Department is on target. The budget for the District is mostly on target with the exception of the payroll for the Deputies. That particular line item is over budget by quite a lot.

7. Discussion and possible vote on policy for a replacement Chair in cases of absence or need for the Chair to recuse themselves.

There is discussion surrounding replacing the Chair in the event of absence or conflict. It is stated that there has always been an understanding that the Clerk takes over as acting Chair, and perhaps a vote to make the understanding policy would be a good idea. Charles Klueber motions that in the event the Chair is not present at a meeting for any reason the Clerk of the Prudential Committee would take over the responsibilities of Acting Chair. Marcine Fernandes seconds the motion, vote 3-0-0.

8. Discussion and possible vote to designate a member (or members) to approve content of Executive Session minutes per the Attorney General's guidelines.

There is discussion regarding the difference between timely approval of Executive Session minutes and the review of Executive Session minutes. (The policy of the Attorney General is attached). Timely approval is within 3 Committee meetings whereas a review can be done every 3 to 6 months. Charles Klueber motions to designate any member of the Prudential Committee to have the authority to approve Executive Session Minutes as soon as recorded. Marcine Fernandes seconds the motion, vote 3-0-0.

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

There are none

10. Pamela Pike motions to enter Executive Session at 7:00PM under M.G.L. c.30A, §21(a)(3) to discuss strategy with respect to clearly and imminently threatened or otherwise demonstrably likely litigation and declares an open meeting may have a detrimental effect on the litigating position of the Prudential Committee. Pamela Pike yes, Charles Klueber yes, Marcine Fernandes yes.

11. Executive Session under M.G.L. c30A Section 21(a)(2) to conduct strategy sessions in preparation for negotiations with nonunion personnel

Tabled

The Prudential Committee reconvenes in open session for the purpose of adjourning.

Marcine Fernandes motions to adjourn at 7:40PM. Charles Klueber seconds the motion, vote 3-0-0.

Respectfully Submitted:

Melissa Goodell Recording Secretary

Prudential Committee:

Pamela Pike Chairman

Charles Klueber Clerk

Marcine Fernandes Member

Documents Used: Agenda, Minutes of September 10, 2020, Attorney General Policy on Executive Session