

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

Date of Meeting:	Thursday, September 09, 2021
Meeting Place:	95 High School Road Extension, Hyannis, MA 02601 and Zoom Meeting and Dial-in Number: 781-368-1701

A quorum being duly present, Commissioner Cronin called the September 09, 2021 Hyannis Fire District Commissioner Regular Meeting to order at 7:00 PM.

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

ALSO PRESENT: Chief Peter Burke, Deputy Chief Eric Kristofferson, FF Mike Dalmau, and Recording Secretary Colleen Murphy

I. OPEN SESSION:

1. MINUTES:

Vote to approve the meeting minutes from August 26, 2021 rescheduled for future meeting

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

Commissioner Sullivan: Aye

Commissioner Cronin: Aye

Commissioner Skende: Abstain due to not being present at August 26, 2021 meeting

Commissioner Cross: Aye

2. CORRESPONDENCE:

- None

3. PUBLIC COMMENT:

- None

4. STREET LIGHTS:

- None

5. OLD BUSINESS:

- None

6. NEW BUSINESS Appointments of FF candidates David D'Errico, Patrick Holmes, Jordan Shaw, William Simpson, and Robert Wescott

- Chief Burke stated "Per the By-Laws, Article III, Section 2, (b), (ii), (page 5), I request that the Commissioners approve and affirm their appointments at the September 9, 2021 meeting, thereby, in essence waiving the 15 day review period."

NEW BUSINESS (continued)

Upon a motion duly made and seconded it was voted to approve and affirm the appointments of FFs David D'Errico, Patrick Holmes, Jordan Shaw, William Simpson, and Robert Wescott

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

Commissioner Sullivan: Aye

Commissioner Cronin: Aye

Commissioner Skende: Aye

Commissioner Cross: Aye

- Chief Burke then handed out to the commissioners, a detailed listing of the shifts, staff numbers, and staff assigned to those shifts which included the newly appointed FFs David D'Errico, Patrick Holmes, Jordan Shaw, William Simpson, and Robert Wescott
- Commissioner Cross asked Chief Burke if the application process had already been started for the replacement for the open Lt. position; Chief Burke answered that it had already been started
- Commissioner Skende asked if the Promotional Exam had been scheduled for spring 2022; Chief Burke said the Training Captain position, from Capt. Lawrence's retirement, is an internal position so that will get posted internally; The promotional process will start in October/November 2021 and we will start looking at outside vendors to manage that process.

7. BUILDING COMMITTEE REPORT

- Commissioner Cronin stated the accounting firm, Hauge, Sahady & Co, who are doing the fire house building project audit, were in-house Monday and Tuesday of this week; the auditors have completed their initial work and we did receive an update, and they left us a list of a few outstanding items – overall it has been a smooth process; if we can get the few outstanding items they have requested to them quickly we anticipate closing the audit out by next week
- Chief Burke agreed with Commissioner Cronin and also thought the auditors felt they were ahead of their original audit schedule and that they had said to him they intend to close the audit out shortly
- Commissioner Cross asked what the outcome should be with the auditors; Commissioner Cronin stated that the audit is to ensure the districts financials from the building project are free from any errors and that they will match up with the project management report and lender's projections of the building project.
- Commissioner Skende was concerned that the needed building items, such as HVAC fixes, will not be started until spring 2022 if the board waits on the audit report to be presented to them as any building project will be greatly slowed down due to the fast approaching holiday season
- Commissioner Cronin stated that we were made aware funds were taken from the district funds to spend on the building project after the fact, which is not acceptable; she stated that the commissioners should have know this funding gap ahead of time because the commissioners could have borrowed the funds instead; back in April, when we were trying to close out the building project numbers internally we were not able to do that – we did not have the information handy or did not have the time to pull the information, and initially did not tie to Lynn Foster's numbers; later, we agreed to hire an external audit team to perform the audit to confirm what we have been looking at from the project costs, and reconcile any discrepancy-so we as commissioners want to be able to show what we spent the districts money on, if there is any more than that, and come up with a plan for the remaining building costs and the remaining building costs should be separate from the district funds; Commissioner Skende said building funds have always stayed as building funds; Commissioner Cross said they want to borrow \$300k to finish out this project on unforeseen building items – it has already been agreed to take a short-term loan and he and Commissioner Skende would like to start that; Commissioner Skende said the bid process must be factored into this process; Commissioner Cross said the district paperwork and the CMS paperwork will have discrepancies but can be easily identified and easily understood – as some of the items were paid by the district and other items were paid by CMS as this project has been going on since 2006; Commissioner Atsalis stated that the building issues that have to be fixed are due to contractor error; If approved to move forward, Commissioner Cross agreed to reach out Lynn Foster to get note financing options;

BUILDING COMMITTEE REPORT (continued)

Upon a motion duly made and seconded it was voted to approve taking a short-term loan of \$300k to pay for finishing up the building project needs for the fire department

VOTE: PASSES UNANIMOUSLY

Vote recorded as follows:

- Commissioner Sullivan: Aye
- Commissioner Cronin: Aye
- Commissioner Skende: Aye
- Commissioner Cross: Aye
- Commissioner Atsalis: Aye

8. ITEMS NOT REASONABLY ANTICIPATED BY CHAIR

- Commissioner Cronin stated the By-law committee still has not met due to the HFD Moderator Tinsley not being available; Commissioner Cronin stated there was nothing in the By-laws that covered the Moderator not assuming the Moderator responsibilities so she has contacted the previous By-law Committee members Chief Burke, Nathaniel Munafu, Lucien Poyant; and new member Capt. Webb, Commissioner Cronin will see when they can schedule the first By-law committee meeting
- Commissioner Cronin said the new By-laws are available and Chief Burke said the updated approved By-laws had been posted to the HFD website

9. CHIEF'S REPORT

- Call volume is presently:
 - 400 over 2019
 - 100 over 2019
- 2 long-term injuries are still out
- September 11 Memorial start at 9:45 AM to commemorate when the 911 terrorists attacks first began
- 2010 Engine has been getting warranty paint done and will go back into service shortly
- Ronald Buscemi (Master Mechanic/ Support Services) and Capt. Webb have been working on installing the new radios which were funded with the radio grant the HFD received; we are looking at how to dispose of the old radios

10. BY-LAW COMMITTEE UPDATE

- Please see agenda item #8 Items Not Reasonably Anticipated By Chair

11. PUBLIC COMMENT

- Commissioner Cronin asked if anyone had seen the end of June expense report; none of the commissioners had seen it yet
- Commissioner Atsalis thanked the Fire Department for the community outreach, and towards his nephew's visit to the station
- Commissioner Skende thanked the Chief and the staff for the kindness that was extended to him during a very difficult time

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 7:37 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District