

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

<b>Date of Meeting:</b>	<b>Thursday, April 9, 2020</b>
<b>Meeting Place:</b>	<b>Zoom Meeting and Dial-in Number: 781-368-1701</b>

A quorum being duly present, Commissioner Cross called the April 9, 2020 Hyannis Fire District Commissioner meeting to order at 7:05 PM.

**PRESENT:** Peter Cross, Victor Skende, Dennis Sullivan, Laura Cronin, and Demetrius Atsalis  
**ALSO PRESENT:** Chief Peter Burke, Acting Deputy Eric Kristofferson, Captain Webb, FF Mike Dalmau and Reporting Secretary Colleen Murphy

**I. OPEN SESSION:**

**1. MINUTES:**

- Upon a motion duly made and seconded it was voted to approve the minutes of the March 12, 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

- Upon a motion duly made and seconded it was voted to approve the cancellation notice of the March 26, 2020 Regular Meeting

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

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

**2. CORRESPONDENCE:**

- None

**3. PUBLIC COMMENT:**

- None

#### **4. STREET LIGHTS:**

- Commissioner Atsalis stated Siemens is in contact with him weekly regarding Hyannis streetlight items

#### **5. OLD BUSINESS:**

- None

#### **6. NEW BUSINESS:**

##### **6a. Chief's Contract**

- Commissioner Cross stated he and Commissioner Sullivan sent the HFD lawyer Chief Burke's proposed contract – the lawyer suggested some edits to the proposed contract
- The updated contract has been sent back to Chief Burke is now reviewing the edits
- Commissioner Skende suggested scheduling an Executive Session to discuss the HFD lawyer's edits in Chief Burke's contract

##### **6b. Deputy Chief's Exam**

- Chief Burke stated "the Deputy Chief's Exam which was to take place this spring - the test date needs to be pushed out due to HFD COVID-19 emergency efforts, the current 3 candidates, who all are HFD staff, will have no opportunity to study for the exam so the exam will need to push out to a date to be determined by the HFD Board of Commissioners"
- Commissioner Cross stated it was fine and reasonable to push the Deputy Chief's exam out to a date to be determined and the other commissioners agreed

##### **6c. Draft Budget FY 2021**

- Commissioner Cross said he spoke to Chief Burke on the hiring and implementation processes for hiring new FFs and implementation of when they start
- Chief Burke said the 2021 Budget accounts for the new hire FFs - staggered with 4 starting in the fall '21 and 4 starting in the spring '21
- Commissioner Cross stated the buildup of the department is in direct relation to service needed by the community
- Commission Skende asked for the 8 new hire FFs – does it include all benefits for the new hires?
- Commissioner Cross said Treasurer La Fleur will check the insurance and salary figures for '21 budget – there are no frivolous items in the '21 Budget

##### **6d. Annual Budget and Election**

- Commissioner Cross stated he discussed with the HFD Attorney, Chief Burke and Treasurer LaFleur, that the Annual HFD Meeting -and the consensus was that the HFD Board of Commissioners should still work towards the annual public meeting on May 20, 2020
- The warrant, presentations and all data needed for the meeting should be put together so that if the meeting is postponed it can easily move forward again when rescheduled
- Commissioner Skende will speak to the HFD Moderator as the Moderator is the only person allowed to postpone the meeting – this is in the HFD by-laws

- Commissioner Cross said the HFD election should still take place as long as social distancing rules are followed; however, the location may have to move to the fire house as the Community Rec Center may not be open at the time of the election

6e. By-law Committee

- Commissioner Cronin said the By-law Committee just received the draft of the proposed By-law changes to the streetlights wording
- Commissioner Cronin to follow-up with Treasurer LaFleur to see when By-law updates are needed so they can be included in the Annual Report

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

- None

**8. CHIEF'S REPORT**

- Chief Burke said he is reviewing expense control reports for FY'20
- There were unforeseen expenditures on PPE, infrastructure and disinfection supplies due to COVID-19
- However, there will be no substantial challenges to the FY'20 budget
- The last 2.5 months has been spent on COVID-19 planning
- Chief Burke said they are in constant contact with Town Hall, hospitals and other fire departments to be prepared as much as possible
- On 041320 the HFD will start running a shift minimum of 13 FFs for the duration of COVID-19 peak to reduce the likelihood of callback exposure and cross-contamination of FFs
- 4 new FFs started the week of March 30, 2020 and have been assigned to shifts

**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 Cronin: Aye

Commissioner Atsalis: Aye

Commissioner Sullivan: Aye

Commissioner Cross: Aye

Adjourned at 7:37 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District