

HYANNIS FIRE DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING

*Approved*

*L Cronin 5/9/24*

Date of Meeting:	Thursday, April 25, 2024
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, Chairperson Cronin called the April 25, 2024 Hyannis Fire District Commissioner Regular Meeting to order at 7:01 PM

**PRESENT:** Chairperson Laura Cronin, Commissioners Peter Cross, Alex Mercado, Victor Skende, and Demetrius Atsalis

**ALSO PRESENT:** Chief Peter Burke, District Clerk-Treasurer TK Menesale, Assistant Chief Mark Storie, and HFD Recording Secretary Colleen Murphy

**ABSENT:** None

**I. OPEN SESSION:**

**1. MINUTES:**

Upon a motion duly made and seconded it was voted to approve the minutes of March 14, 2024 as amended

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

- Chairperson Cronin: Aye
- Commissioner Cross: Aye
- Commissioner Skende: Aye
- Commissioner Mercado: Aye
- Commissioner Atsalis: Aye

Upon a motion duly made and seconded it was voted to approve the minutes of March 27, 2024 as amended

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

- Chairperson Cronin: Aye
- Commissioner Cross: Aye
- Commissioner Skende: Aye
- Commissioner Mercado: Aye
- Commissioner Atsalis: Aye

Upon a motion duly made and seconded it was voted to approve the minutes of April 11, 2024 as amended

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

- Chairperson Cronin: Aye
- Commissioner Cross: Aye
- Commissioner Skende: Aye
- Commissioner Mercado: Aye
- Commissioner Atsalis: Aye

## 2. CORRESPONDENCE:

- Chairperson Cronin stated the board received a letter from Mr. Richard Gallagher of Centerville dated April 18, 2024; This letter needs to be reviewed to see if there are any actions items that need to be discussed at our next meeting

## 3. PUBLIC COMMENT:

- None

## 4. STREET LIGHTS:

- None

## 5. OLD BUSINESS:

### a. Annual Meeting:

- Chairperson Cronin stated she wanted to make sure the board had everything set for the meeting and the warrant; Chairperson Cronin said the board is scheduled to receive the draft of the finalized annual report; the public notice target dates will be met; currently, the board is still on track for the annual meeting's deliverables and target dates

- District Clerk Treasurer was able to secure a local court reporter to record the annual meeting's minutes

- Commissioner Cross had a conversation with Mr. Lenny <sup>Gobeil</sup> O'Neil; Mr. <sup>Gobeil</sup> O'Neil will be present at the annual meeting and he has agreed to be nominated from the floor to be the moderator in the absence of the official moderator as per guidelines

### b. Elections:

- Chairperson Cronin said she wanted to make sure the elections' deliverables and target dates are being met; currently, the elections are on track

## 6. NEW BUSINESS:

- Commissioner Atsalis said the embarkation fee will be going to committee to be voted on and as the language stands, the Hyannis district will get 25%; Commissioner Atsalis wanted to make sure the embarkation fee policy accurately represents each affected districts' activity level in relation to the embarkation fee percentage rate

- Chairperson Cronin thanked Commissioner Atsalis for keeping his attention on the language of this policy

- Chairperson Cronin stated the By-law committee did meet and the By-law committee got its letter into the annual report

- District Clerk Treasurer Menesale went over her concerns regarding her compensation structure feedback with the board

- There was discussion by the board concerning District Clerk Treasurer Menesale's compensation feedback

- Chairperson Cronin stated District Clerk Treasurer Menesale was told after the 1<sup>st</sup> of the fiscal year (since the board's priority is to get the budget finalized, the annual meeting done, and the elections completed) Chairperson Cronin and Commissioner Skende would have a revised employment letter and evaluation for District Clerk Treasurer Menesale; this revised employment letter will detail what this role presently entails and how this role would be evaluated going forward

- District Clerk Treasurer Menesale stated she wants to make sure that the compensation language and compensation structure are able to reflect changing economic factors

- Chairperson Cronin reiterated that the board's revised employment letter and evaluation will be forthcoming as previously discussed with District Clerk Treasurer Menesale

- Chairperson Cronin said that the prior mentioned meetings and deliverables need to be completed and then Chairperson Cronin and Commissioner Skende will be able to revise the employment letter for the District Clerk Treasurer position

- Commissioner Atsalis stated that the board always tries to be fair in its evaluations and right

now Chairperson Cronin and Commissioner Skende need the time to revise District Clerk Treasurer Menesale's employment letter to reflect her responsibilities and the level of expertise District Clerk Treasurer Menesale brings to her role

#### 7. BUILDING REPORT:

- Chief Burke said Cliffhangers will be installing the Fire Tower hooks tomorrow, Thursday, April 26, 2024
- Chief Burke stated the door in Bay 1 needs a new door *opener*.
- Chief Burke said the AC on the second-floor compressor has failed and needs to be replaced and the current quote is around \$30k

#### 8. ITEMS NOT REASONABLY ANTICIPATED BY CHAIR

- None

#### 9. CHIEF'S REPORT

- Chief Burke discussed the Healthcare Fund Memorandum of Understanding; Chief Burke said this fund has to be used either whole or in part for employees' healthcare
- Chief Burke stated the HFD would like to use this fund for the retired FFs' healthcare; the decision regarding this fund's direction would be great to be finalized by the end of this fiscal year; in future, when this fund is drawn down to \$0, this fund would then become a budget line item; the Union has approved of this proposed fund change; a draft for this proposition will be created for the board's review
- Chairperson Cronin stated this proposal change sounds like a fair option for utilizing this fund
- Commissioner Cross wanted to make sure that the retired FFs will continue to be covered even as this fund gets drawn down to \$0
- Commissioner Skende asked to make sure the Union was in agreement with this proposed plan change
- The 2 engines were installed back in March in the marine boats and the generators were installed; the exhaust and the electric are mostly completed on the Hyannis boat; batteries were just delivered today; the Quincy boat's haul has been stripped of all usable items, these items have been moved to the Hyannis boat; the Quincy boat will be scheduled to be moved by a hauling company; the Hyannis boat will be scheduled for the sand blaster, once the outside temperature is conducive for painting, the Hyannis boat will be painted; the fire pump is still being sourced
- The target date for the Hyannis boat to be in the water and operational is June 2024
- Massachusetts Representative Kip Diggs wants to bring the Global Memorial in the name of Steven Siller, a former FF, to Hyannis; HFD has been asked to hold the contract for this Memorial; the town of Barnstable has been asked to pay a portion of the cost; Hyannis has been asked to also contribute along with other entities; the total cost is around \$14k
- The board discussed the memorial's cost; Chairperson Cronin said she would like Chief Burke to investigate this item further
- The Town of Barnstable, Representative Kip Diggs and Chief Burke will have to work out where this memorial will be stationed; the tentative date for this memorial will be July 26<sup>th</sup> to July 28<sup>th</sup>
- The new pick-up truck for Deputy Chief ~~Storie~~ *Dardia* was delivered yesterday; the other service vehicles will be now reorganized
- Tomorrow an internal course will be run at the Hyannis fire station; the San Bernardino, California fire chief will be stopping by the fire station to speak with the FFs in early June
- This talking circuit will resume in fall 2024
- 4 FFs are at an exercise with Homeland Security in California focusing on mass casualty exercises
- The Deputy Chief's examination is scheduled for May 28<sup>th</sup>; there will be a candidate for the board's review during the June 13<sup>th</sup> meeting
- Chief Burke said the work on the antique fire engine continues; Chief Burke is trying to find a new home for it; the Union would like to keep the engine; unfortunately, that solution is not feasible
- Commissioner Cross stated he would rather see this historic fire engine be given away, rather,

then watch it rot away

- The retirement breakfast is scheduled for June 9, 2024
- Chief Burke stated his tenure as FF Board President will come to end in May 2024
- The board congratulated Chief Burke on his successful tenure as FF Board President

**10. PUBLIC COMMENT:**

- None

Vote on Adjournment of public session:

Upon a motion duly made and seconded it was voted to Adjourn the public session

**VOTE: PASSES UNANIMOUSLY**

Vote recorded as follows:

Chairperson Cronin: Aye  
Commissioner Cross: Aye  
Commissioner Skende: Aye  
Commissioner Mercado: Aye  
Commissioner Atsalis: Aye

Adjourned at 8:19 PM

Respectfully submitted,

Colleen Murphy, HFD Recording Secretary

**MEETING AGENDA**  
**HYANNIS FIRE DISTRICT - BOARD OF COMMISSIONERS**  
NOTICE OF MEETING IN ACCORDANCE WITH M.G.L. c. 30A, § 20(b)  
Laura Cronin- Chair

**DATE OF MEETING:** Thursday, April 25, 2024  
**TIME:** 7:00 PM  
**PLACE:** 95 High School Road Extension, Hyannis, MA 02601

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**REMOTE PARTICIPATION:**

On **April 25, 2024**, a meeting of the Board of Commissioners will be conducted at the HYANNIS FIRE DEPARTMENT HEADQUARTERS. Real-time Public comment can be addressed to the Board utilizing the Zoom link or telephone number and access code listed below:

Link: Join Zoom Meeting  
<https://zoom.us/j/5042956607>  
Meeting ID: 504 295 6607  
For Public Comment Dial: 1-305-224-1968  
Password: Hyannis1!

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**AGENDA & CALL TO ORDER:**

**I. OPEN SESSION**

1. Minutes
2. Correspondence
3. Public Comment
4. Street Lights
5. Old Business
  - a. Annual Meeting
  - b. Elections
6. New Business
  - a. By-Law Committee Review
  - b. Clerk-Treasurer TK Menesale, Compensation Discussion
7. Building Report
8. Items not reasonably anticipated by Chair
9. Chiefs Report
  - a. Healthcare Fund MOU
10. Public Comment

**ADJOURN**

The Chair reserves the right to call items on the agenda out of order. Items are listed in their approximate order, and items may be reached earlier or later than the posted order. Items listed for executive session may also be discussed in open session. The listing of items contains those items reasonably anticipated by the Chair which may be discussed at the meeting at least forty-eight (48) hours prior to the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Persons interested are advised that in the event that any matter taken up at the meeting that remains unfinished at the close of the meeting may be put off to a continued session of the meeting, in accordance with the Open Meeting Law.