



Three Rivers Fire District
50 Springfield Street
Three Rivers, MA 01080

Prudential Committee Minutes

Chairman Richard Pobieglo called a meeting of the Prudential Committee to order at 6:31 p.m.

IN ATTENDANCE:

Richard Pobieglo; Prudential Committee Chairman
Stephen Chiacchia; Prudential Committee Vice Chairman
Norman Czech; Prudential Committee Clerk
Scott Turner; Fire Chief

Chris Connolly; Water Superintendent
Lorinda Baker; District Treasurer
David Basler; District Clerk
Sherrie Bellefleur; District Recording Secretary

The Pledge of Allegiance was recited.

Report of the Treasurer

Review of January 2019 Financial Statements:

Treasurer Lorinda Baker presented the January 2019 Financial Statements first on the Agenda with approval from the Board to enable her to attend another town meeting that was to begin at 7 pm.

Water Department:

- Water revenue was \$27,628 for the month. This is higher than January 2018.
- Profit for the month was \$20,862
- Year to date loss for the month was \$4,076. This is an improvement of \$2,686 over last year.
- Repairs are up significantly over prior year (\$25,163 vs. \$5,247).

Fire Department:

- All accounts are within budget, there is nothing unusual to report.

District:

- All accounts are within budget, there is nothing unusual to report.

MOTION (CZECH; CHIACCHIA): To accept the Report of the Treasurer. 3-0-0

MOTION (CHIACCHIA; CZECH): To accept the Treasurers Warrant. 3-0-0

Approval of Minutes

The Committee reviewed and approved the minutes from the January 9, 2019 Open Meeting.

MOTION (CZECH; CHIACCHIA): To approve the January 9, 2019 minutes to the Open Meeting. 3-0-0

Public Comment:

None

Committee Reports:

Finance Committee met on January 26, 2019. All budgets were reviewed, thoroughly discussed and approved. One item came up that needs to be addressed is collecting the older water receivables. Copies of the budgets will be handed out to the Board.

The Finance Committee meeting was in attendance by John Mowduk, Patricia Matthieu, Steve Chiacchia, Lorinda Baker, Matthew Lemieux, Fire Chief Scott Turner, Water Superintendent Chris Connolly and was Chaired by Jesse Pobieglo.

Marge Cavanaugh will not be stepping down from her position on the Finance Committee, this appears to have been a slight miscommunication. The committee is still short one member.

Report of the Fire Chief

Calls and Activity for the month of January 2019:

Fire Chief; Scott Turner distributed the “**Report of the Fire Chief**” for the month of January 2019.

Operations Calls/Incidents:

- **12 incidents:** 1 fire, 2 Service Calls, 1 Good Intent Call, 3 False Alarms and 5 EMS.

Administration:

- Chief attended the Finance Committee Meeting, Palmer Municipal Vulnerability Preparedness (MVP) Meeting, Western Mass Fire Chiefs Association Meeting, and an Operations Meeting with Chief Daniels of the Bondsville Fire Department.

Fire Prevention:

- 1 Pre-sale Home Inspection.
- Sign off on Bar Inspection Permits.
- 1 Oil Tank Inspection.

Training:

- **Department-** Palmer Ambulance Service refresher on equipment & intro to new equipment.
- **Duty Crew** – Driver Training, Fire Behavior, TRFD Policies & Procedures, Fire Officer I, Portable Radios, EMS, Skills check-off sheets for Firefighter 1.
- **Events:**
- 2nd Annual Christmas Tree Burning.
- Retirement Breakfast with Michael Matthieu.

New Door Locks & Keys:

- Process is complete. The key FOBs were issued.

New Command Vehicle:

- The new due date for the Command Vehicle is March 18, 2019. We are locked in to a price; the newer quote came in lower than the previous quote which leaves us \$4,200 under budget.

Budgets for Fiscal 2019:

- No problems with the submitted Fire Department Fiscal Year 2019 Budgets.

Old & New Vehicles:

- There is one (1) bid on the red pickup truck. Out of 3 people the 2nd bid came in much lower and stated not really being that interested but threw a bid out anyways. The decision on what bid to accept will be made on Friday February 22, 2019.
- Engine 1 has been out of service since last week. The issue is a leaky tank and is being repaired by Five Star Fire. This truck will be back in service on Thursday 2/14/2019.

Heating System Update:

- Robert Haveles and contractor discussed the process of the new heating system installation with Chief Turner. The issue is the asbestos abatement and trying to coordinate with the installation of the furnace. Asbestos was located on all the elbows of the piping. The thought is to install the furnace prior to the abatement. Once the abatement is complete the furnace can be connected on the same day. The water heater will be in a separate location from the furnace.

Inventory List for Prudential Committee:

- Chairman Pobiegló would like a complete inventory from Chief Turner. Chief explained that the inventory was entered into the computer software program under maintenance. This needs to be transferred to the inventory section then a printout can be prepared for the Chairman.

Station Spring Clean-up:

- Chairman has requested a little spring clean up performed outside. He'd like the property to stay neat and mentioned the possible planting flowers just to make the property more inviting.

Fire Chief Liaison Comments:

- The Liaison Norman Czech has no comment on discussions with the Fire Chief. He has communicated with Chief Turner throughout the month on various matters including the new vehicle and the heating system.

MOTION (CHIAACCHIA; CZECH): To accept the report of the Fire Chief. 3-0-0

Report of the Water Superintendent

Water Superintendent Chris Connolly was present at this evening's meeting to give the Report of the Water Superintendent.

Status of water systems:

- There are no distribution or treatment problems to report.
- Monthly and Quarterly water samples and chemical addition forms required by Mass DEP are all up to date and have been submitted.

Capital Improvement Plan:

Water Superintendent Connolly passed out the Capital Improvement Plan to the Board. Engineer Chris McClure was present to discuss the Plan. This Plan was the last outstanding item as a result of the administrative consent with penalties that were assessed close to two years ago. The state of Massachusetts wanted the District to ensure that it was looking ahead into the future at the present and future needs for the water system. The state requested that we project out 20 years which was not an easy task. A spreadsheet was prepared showing 20 years out. Types of reoccurring operations and maintenance type things that the District would potentially see. In the spreadsheet different sections were outlined such as distribution, tanks and storage, types of things that are associated with the ISO. Also included are lists of the hydrants. Keeping in mind many of our water departments assets are underground. We have shown we now have a full water department staff, we are working and changing out meters, we have a laborer and a secondary operator. There are a lot of gate valves and gate valves must be exercised. Are we going to put the valve operations out to a sub-contractor or are we going to perform this duty in house? A machine to exercise the valves could be bought which would be an initial capital investment. A machine would cost approximately \$50,000. It is a hydraulic machine that has the ability to clean the valves also. McClure did say it is a lot of work to do the exercising manually. There could be a chance for repetitive injury specifically in the shoulder area. Steve Chiacchia requested working with McClure on calculating the number for a machine vs. exercising our own valves in house. This will be looked into more going forward. The average age of the infrastructure in the ground is approximately 60 years old. According to McClure getting the valves exercised is a priority and getting the inventory completed is priority. Currently there is 120 fire hydrants with an estimate of about 200 gate valves. There are programs with the DEP that if applied for there are grants that would help pay for this type of planning.

McClure also had information on rate studies that would allow us to adjust our rates as needed. Looking for grants and looking for funding will involve looking at our rates. They want to be sure we are self-sustainable and that we will be able to pay back if we were to take loans. While looking at our Capital Improvement Plans the state will want to know what were going to do about these problems. Were going to fix them. Rates currently in Ware Ma are \$ 77.52/10,000 gals, Three Rivers is at \$45.00/10,000 gals. We have the best tasting water with the lowest rates in the state.

The Capital Improvement Plan has been submitted to Dierdra Doherty.

The goal is to have the DEP see the investment the Prudential Committee has put in over the past few years.

Vice Chairman Chiacchia extended thanks to Chris McClure and Chris Connolly for working with us on all of this.

Rate Increase:

Two months ago, a pre-inspection of our tanks was performed. It was determined that we may need some new pre-coating of the tanks and possible repairs. There were some structural problems found on the dome ring on one of the older tanks which helps support the roof, a couple of leaks and possibly a new vent. The biggest thing is the coating is starting to deteriorate. It's been about 15 years since this coating has been addressed. It is found that the underlying coat beneath the newer coat has lead in it. This would need to be abated. To sandblast the tank and re-coat it would cost in a range of \$ 600,00 and \$ 800,000 per tank. Rehab vs replacing the tanks could be costed out. Rate increases will enable repairs like this to be performed.

Superintendent Connolly feels an increase from \$4.50 to \$6.00 is necessary. Discussions on possibly increasing rates in increments took place. Steve Chiacchia says that he feels the budget is going to consume \$2.50 of any increase. To sum it up \$2.50 per 10,000 gals per quarter, from \$45.00 to \$47.50 just to fund next years budget. Beyond that any additional increase would go into a stabilization fund capital improvement fund or whatever you would like to call it.

A rate study could be seen on Tighe & Bond's website. Chairman has asked if we could start the ball rolling on a rate study.

This year's budget is \$418,000, last years was \$ 398,000 a \$20,000 increase.

The rate increase will be discussed more. The decision will be tabled for another meeting. The April meeting may be the month we will discuss implementing a rate increase to be effective July 1, 2019.

Inventory List for Prudential Committee:

- Chris Connolly handed the Board his inventory.

Spring Clean-Up:

- Spring cleanup is requested by the committee. It's time to start making sure the lawn mowers are running okay and ready for spring.

Outstanding bills:

- Chairman would like to address the outstanding bills. The total outstanding is \$80,000 but not all this \$80,000 is over 90-days.

MOTION (CZECH; CHIACCHIA): To accept the report of the Water Superintendent as read by Chris Connolly. Approved 3-0-0

New / Old:

Vice Chairman Chiacchia wanted to point out that health insurance premiums have decreased by 4.9%. These new rates will go in effect July 1,2019.

Public Comment:

None

MOTION (CHIACCHIA; CZECH): To adjourn from the Open Meeting at 7:48 p.m. Approved 3-0-0

Submitted by:

Approved as to Form and Content:

Sherrie Bellefleur, District Recording Secretary

Richard Pobiegllo, Chairman

Date: _____

Date: _____