



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

Prudential Committee Minutes

August 21, 2024

Chairman Norman Czech called a meeting of the Prudential Committee to order at 6:30 p.m.

IN ATTENDANCE:

Norman Czech; Prudential Committee Chairman
Andrea Sullivan; Prudential Committee Clerk
Mark Bogacz; Prudential Committee Clerk

Steve Nodurf; Fire Chief
Nicole Dewberry; Water Superintendent
Guy Bellefleur; District Clerk
Sherrie Bellefleur; Three Rivers Recording Secretary

Roll Call

Lorinda Baker: District Treasurer was not present at this evening's meeting.

The Pledge of Allegiance was recited

Approval of Minutes

The Prudential Committee reviewed and approved the minutes from the June 20, 2024, meeting.

MOTION (SULLIVAN; CZECH): To approve the June 20, 2024, minutes to the meeting. 2-0-1

Public Comment

None

Committee Reports

None

Report of the Treasurer

Lorinda Baker left copies of the report of the treasurer for June 2024. The Board reviewed and discussed. July was not included so this will be discussed in the September regular monthly meeting.

June 2024

Water Department:

- No issues

Fire Department:

- No issues

District:

- No issues

MOTION (SULLIVAN; BOGACZ): To accept the Treasurers Report for June 2024. Approved. 3-0-0

MOTION (SULLIVAN; BOGACZ): To accept the Treasurers Warrant for June 2024. Approved. 3-0-0

Report of the Fire Chief

Fire Chief Steve Nodurf read his Report of the Fire Chief for June and July 2024.

*He noted that call volume is up.

*Chief received an email from a resident thanking them for coming out to their home and keeping it safe, their kids may not be here if it were not for the fire department. The subject matter was smoke and carbon monoxide detectors, they were able to be installed for free, there were none in the home to begin with.

*As of this day the department has gone through ½ of their apparatus maintenance.

* Big news is we were awarded the grant for the Brush Truck.

Chairman Czech informed Chief there is plenty of money in our District budget to move if needed for the new vehicle. He's talked to the District Accountant. The \$14,000 is covered. The Federal amount we are getting is \$287,000 so we need to match 5% of that. The grant period is good for two years. The truck has to be all set and ready to go within the two years.

JUNE 2024

Administration:

- Command Staff Seminar DFS Stowe
- Mema Seminar=Situational Awareness
- Set up The Compliance Engine
- MIFRS Training DFS at Palmer Fire Department
- Ongoing work with the budget
- Ongoing Mentoring with Dave Mottor

Fire Prevention/Education:

- 5-26F Pre-sale inspections
- Oil Line Inspection
- Ludlow 250 Celebration Parade

Operations:

- 30-Emergency incidents
- Operations Officer at RV fire in Palmer
- Tasked with providing a fire and EMS presence for a potential armed and barricaded person
- Coordinated with the MA STOP team
- Review and Update of Inspection Forms

Training:

- Monson Recruit Graduation
- DFS Call/Volunteer Graduation
- Engine Company Operations
- Truck Inventory and Inspection

Events:

- None listed

JULY 2024

Administration:

- Go Live Training with The Compliance Engine
- Emergency Preparedness Seminar
- Emergency Networking Demonstration
- ICS-300 Training

Fire Prevention/Education:

- 6-26F Pre-sale inspections
- Annual NFPA 1911 Inspection Engine 201
- Annual NFPA 1911 Inspection Engine 202

Operations:

- 30-Emergency incidents
- Operations Officer at RV fire in Palmer
- Tasked with providing a fire and EMS presence for a potential armed and barricaded person
- Coordinated with the MA STOP team
- Review and Update of Inspection Forms

Training:

- Water Operations with Bondsville Fire
- EFR Training

Events:

- None listed

MOTION (SULLIVAN; BOGACZ): To accept the report of the Fire Chief left by Steve Nodurf for June & July 2024. Approved 3-0-0

Report of the Water Superintendent

Nicole Dewberry read her Report of the Water Superintendent.

Ms. Dewberry mentioned that at her last dental visit the office informed her that they could see that her Delta Dental insurance with the District Group plan is still showing as active even though the plan has been canceled and no premiums have been made. This was just a FYI for the Board so they can investigate this.

Status of the Water System

- A request has been made to reduce our required lead and copper samples. That request has been approved by DEP.
- The new billing and meter read software was installed. Errors were found and corrected by Sam, Mac, and Rich while reading the meters and while creating the bills. They dedicated extra time toward this and, while the bills went out later than usual, the majority of the issues were corrected beforehand. However, people are noticing differences in their bills now that corrections have been made, and so Sam had been fielding many questions. We hope that the process will be both more accurate and more efficient in time.
- We will shut off customers with large balances during September, on the day of the next meeting. Therefore, those who are unable to pay their bills will have the opportunity to attend the meeting and discuss a payment plan with you.
- Tom Gregoire worked with us to repair the curb stop at 34 Sibley St., and to replace the hydrant on East St.
- At the new laundromat, Tom Gregoire worked with Mac to cut and cap the old smaller line, and then EJP installed a new tap and they ran a new 2" line into the building.
- Mac and Rich made progress on the service line inventory. Since this is the beginning of a new fiscal year, we ordered new meters and so they have been installing those again as they work to complete the service line inventory by DEP's deadline in October.
- Two used (but new to us) tires were installed on the old truck.
- Jon from Mass Rural Water worked with Mac to listen for leaks throughout our distribution system. They did not find any leaks.

Tank Project

- Duration of time of this discussion: A few years. Due date: Ongoing.
- We received the first small part of the grant from the USDA. We are still working on paperwork for the larger grant.
- After our attorney and the engineering firm work out the details of the contract, Ms. Dewberry will sign it. Then the engineer may begin the preliminary design.

Annual Raise

- The Board called a Motion to a pay raise of 2.5% retroactive back to July 1, 2024, for the water department employees.

MOTION (SULLIVAN; BOGACZ): To a pay raise increase of 2.5% retroactive back to July 1, 2024, for the water department employees. Approved 3-0-0

Nonessential Outdoor Water Use Restrictions During Times of Drought

- Duration of time of this discussion: May meeting, to present.
- Due date: All of the requirements as outlined by DEP in their Order to Complete letter must be in place by September 24, 2024.

There were some delays in the court case that we're a part of regarding the Water Management Act Litigation. They do not expect to receive a decision until approximately spring 2025. Therefore, the firm recommends that all water departments make arrangements to comply with DEP's Order to Complete at this time.

During 2024 we are requested to implement nonessential outdoor water use restrictions during times of drought, and during 2025 we will be required. As noted above, the associated paperwork must be submitted to DEP by September 24, 2024.

- Vote on incorporating drought restrictions into our rules. Following your vote, I will submit it to our attorney and then incorporate any additional changes that he suggests/
- Vote on incorporating the attorney's comments regarding the remainder of the rules.

Chairman Norman Czech refuses to vote on this until next year. Ms. Dewberry will speak with the DEP.

Life Insurance

- Duration of time of this discussion: May meeting, to present.

2 Quotes were received from The Hartford and Principal.

Chairman Norman Czech has said he will reach out to Ann from Graveline on this subject also.

Emails and attachments sent from Wendy at MIIA were submitted to the Board.

MOTION (BOGACZ; SULLIVAN): To accept the report of the Water Superintendent for July 2024. Approved 3-0-0

New Business:

Discussion regarding harvesting timber on District property:

- John Edwards was present to discuss with the Board Timber Harvesting in and around the Baptist Hill area. Mr. Czech is only concerned that if harvesting took place there it could lead to water problems down the hill into our streets, even worse in the winter it would be ice roads. We do not want to create any more problems than we already have. Mr. Edwards says that when harvesting timber, you do not necessarily disturb the land. Ms. Dewberry adds that this would be selected harvesting and not clear-cut harvesting. The Board will discuss this further and get back to Mr. Edwards.

Vote to renew the old CD at North Brookfield Savings:

MOTION (SULLIVAN; BOGACZ): To renew the old CD at North Brookfield Savings. Approved 3-0-0

Reorganization of the Board:

- Andrea Sullivan nominated Norman Czech as the Prudential Committee Chairman.

MOTION (SULLIVAN; BOGACZ): To nominate Norman Czech as the Prudential Committee Chairman. Approved 3-0-0

- Norman Czech nominated Andrea Sullivan as the Prudential Committee Vice Chairman.

MOTION (CZECH; BOGACZ): To nominate Andrea Sullivan as the Prudential Committee Vice Chairman. Approved 3-0-0

- Norman Czech nominated Mark Bogacz as the Prudential Committee Clerk.

MOTION (SULLIVAN; CZECH): To nominate Mark as the Prudential Committee Clerk. Approved 3-0-0

Board Members Comments:

None

Old Business:

None

Discuss and/or take action on any business unknown/unavailable prior to the posting of this agenda:

Sam Hoy of the Water Department discussed an abatement with a district resident that owes a two-family home and received a much larger than normal year end water bill. Ms. Hoy ran a data report for the past 3 months. These reports were reviewed and discussed.

The Board instructs the water department to first off change the water meter. Then put off billing for about 3 months. After this 3 months it will be rechecked.

MOTION (SULLIVAN; BOGACZ): To adjourn from the Open Meeting at 7:45 pm. Approved 3-0-0

Submitted by:

Approved as to Form and Content:

Sherrie Bellefleur, District Recording Secretary

Norman Czech, Chairman

Date: _____

Date: _____