



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

Prudential Committee Minutes

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

IN ATTENDANCE:

Norman Czech; Prudential Committee Chairman
Stephen Chiacchia; Prudential Committee Vice Chairman
Scott Turner; Fire Chief
Christopher Connolly; Water Superintendent
Sherrie Bellefleur; District Recording Secretary

Roll call finds Richard Pobieglo; Prudential Committee Clerk and Lorinda Baker; District Treasurer absent from this evenings meeting.

The Pledge of Allegiance was recited.

Approval of Minutes

The Committee reviewed and approved the minutes from the September 9, 2020 Open Meeting.

MOTION (CHIACCHIA; CZECH): To approve the September 9, 2020 minutes to the Open Meeting. 2-0-0

Public Comment

None

Committee Reports

None

Report of the Treasurer

Review of September 2020 Financial Reports:

District Treasurer Lorinda Baker left her Report of the Treasurer for Chairman Czech to read for the month of September 2020.

September 2020:

Water Department:

- Water revenue YTD exceeds prior year by \$21,288.
- YTD Profit exceeds prior year by \$27,911. Approximately \$4,000 is due to timing of MIA Insurance bills.

Fire Department:

- Nothing unusual this month.

District:

- Insurance allocation between the district and water was recorded in September; \$14,636.50. Total property and liability premiums were allocated to the water department. September's monthly Water Department results are distorted by the allocation.

MOTION (CHIACCHIA; CZECH): To accept the Report of the Treasurer for September 2020. 2-0-0

MOTION (CHIACCHIA; CZECH): To approve the Treasurers Warrant for September 2020. 2-0-0

Report of the Fire Chief

Three Rivers Fire Chief Scott Turner presented his report of September 2020.

Calls and Activity for the month of September 2020:

Operations Calls/Incidents:

- **24 emergency/non-emergency incidents:** 1 Fire; 15 Rescue & EMS Incidents; 1 Hazardous Condition (no fire); 3 Service Calls; 3 Good Intent; 1 False Alarm & False Call.

Training:

- **Department:** Engine & Ladder Co. coordinated fire attack; water can operations; hydrant operations; vegetation fires; search and rescue.
- **Duty Crew:** Firefighter I skills evaluation.

Events:

- Fitness Seminar with Coach Kevin Kearns.

Fire Prevention:

- 1 Pre-Sale Home Inspections
- 1 UST inspection
- Pre-inspection smoke and CO detector placement
- Pathfinder fire drill

Administration:

- **Meetings:** TRFD Chief officers' meeting; Health & Wellness program meeting with Christine Jenks.

MOTION (CHIACCHIA; CZECH): To accept the report of the Fire Chief for September 2020 as read by the Fire Chief Scott Turner. 2-0-0

Report of the Water Superintendent

Chris Connolly presented his Report of the Water Superintendent for the month of September 2020.

Status of water systems:

- Up to date with no issues to report.

Part Time Benefits:

- The employee handbook has been updated and ready for the Prudential Committee to review. The only item left to finalize and add is P/T Vacation time. The minutes from November 2019 have this wording but it will be reviewed again to then be added to the handbook. As stated in November 2019 and reviewed in September 2020 what was discussed both times is that 0-5 years is 2 weeks: 5-10 years is 3 weeks with 3 weeks being the maximum. The P/T employees vacation pay would be what their average weekly pay is.

New Water Department Business:

- TRWD has updated the employee handbook for review by the Prudential Committee. The committee looked over various sections and pages of the handbook discussing updating, changing and or removing some wording. Subjects discussed went from goatees, carry over vacation time, tattoos, mandatory retirement, and holidays (one or two holiday(s) may be eliminated to then add a floating holiday). Chairman Czech will work with Chief Turner on this then review again at the next monthly meeting.

MOTION (CHIACCHIA; CZECH): To accept the report of the Water Superintendent for September 2020 as read by Chris Connolly.

Approved. 2-0-0

New Business:

Fire Chiefs contract:

- The Fire Chief has been without a contract for some time. Water Superintendent's contract will be up at the end of this year. Chiacchia will sit with the Chief to see if there are any potential changes. A meeting will be held in Executive Session; this will be scheduled after the regular monthly meeting in November 2020. Discussions will be of both contracts for the Fire Chief and Water Superintendent.

Water Department Secretary hours:

- Mary Ann Duguay will be allowed to have Fridays off regularly. If needed she will work some Fridays during the billing period.

Water Department Shut offs:

- Chris discussed with the Committee about approval to sending out shut off water notices to customers that are not paying their bills. Notices will go out but at this time of COVID the committee does not feel anyone’s water should be shut off. This can be revisited in the Spring.

Old Business:

None

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

None

Board Members Comments:

The Board feels the direction the District is going in is very good.

MOTION (CHIACCHIA; CZECH): To adjourn from the Open Meeting at 7:11 p.m. Approved 2-0-0

Submitted by:

Approved as to Form and Content:

Sherrie Bellefleur, District Recording Secretary

Norman Czech, Chairman

Date: _____

Date: _____