



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

Prudential Committee Minutes

October 16, 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 Vice Chairman
Mark Bogacz; Prudential Committee Clerk

Steve Nodurf; Fire Chief
Nicole Dewberry; Water Superintendent
Sherrie Bellefleur; Recording Secretary

Roll Call

Guy Bellefleur; District Clerk and Lorinda Baker; District Treasurer were 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 September 18, 2024, meeting.

MOTION (SULLIVAN; BOGACZ): To approve September 18, 2024, minutes to the meeting. 3-0-0

Public Comment

None

Committee Reports

None

Report of the Treasurer

Lorinda Baker left Reports of the Treasurer for September 2024

September 2024

Water Department:

- Receipts for September 2024 were \$77,746.04 (an increase of \$21,948.14 from September 2023).
- Expenses for September 2024 were \$44,351.79 (an increase of \$19,368.89 from September 2023).
- September 2024 Net Income was \$33,394.25 (an increase of \$2,579.25 over September 2023).

Fire Department:

- No issues

District:

- No issues

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

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

Report of the Fire Chief

Fire Chief Steve Nodurf read his Report of the Fire Chief for September 2024.

September 2024

Administration:

- Grant Compliance
- Building out Emergency Networking
- Developing a Capital Improvement Plan
- Preliminary Budget Work
- Chief Officer Program

Emergency Responses:

- 28 Emergency Responses

Fire Prevention/Education:

- 3 26F Presale Inspections
- 1 Photovoltaic Inspections
- 4 Propane Installation Inspections
- Fire Alarm Test – RiverBend Laundry

Operations:

- None listed

Training:

- EVOG
- Hoseline Deployment
- Bi-weekly Cadet Training

Events:

- None listed

A third (3rd) quote is due in on the improvement to the building. It has not come in yet. We have 2 quotes now, but they range very differently so this 3rd quote is important.

What is the ETA on the Brush Truck Ms. Sullivan asks. The chief says he's just signed off on the graphics package so it should be ready any time now. Some talks took place about what to do with the old truck. The Board would have to make that decision, but the talk was why not try and send it South where they have lost equipment due to the hurricanes.

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

Report of the Water Superintendent

Nicole Dewberry read her Report of the Water Superintendent for September 2024.

Status of the Water System

- Service lines in Three Rivers are now documented with a picture, and so that project for DEP is now finished. Some customers submitted pictures, but mostly Mac and Rich took pictures. As required by DEP, we released a public statement (reverse 911 call, posted notices, etc.) to notify the community that we do not have lead service lines in Three Rivers. Mac completed DEP's extensive Excel Spreadsheet with information about each service line, and this document is available to the public upon request. Ms. Dewberry completed the rest of DEP's forms, and they submitted everything that was due today to DEP. Now DEP will revise the forms and will either accept them or request edits.
- While completing the service line inventory, Mac and Rich also changed out many meters, especially for those houses where gaining access has been difficult. There are still about 375 old small and large meters that need to be changed.
- Our lawn mower wouldn't start and needed to be repaired.
- Rich lubricated almost all of the Muller brand hydrants in Three Rivers. Once we make a couple of repairs, he will finish the rest. We only had time to rebuild the wearable parts on 2 hydrants this year that were leaking, and before the cold weather arrives, Ms. Dewberry hopes to rebuild an additional hydrant that shoots water up through the sidewalk around it. Next year we will likely be busy with the tank project and the Maple St Block Grant project. While all the hydrants are technically working, as previously mentioned, Ms. Dewberry still think it's important for the board to

consider using “4330 OUTSIDE HIRE,” or another means that we may suggest, to make progress on rebuilding the wearable parts of these hydrants that are either difficult to operate or that operate improperly. It’s a huge project, and we need to start making more progress.

- Mac and I rebuilt backpressure valves at the pump station, which DEP requires once per year. We also replaced a lot of the tubing because it was beginning to crack and leak chemical.
- We expect that DEP will schedule a visit with us next year for a sanitary survey, and so we also need to prepare for that. This winter we need to update our reports, review the to-do list that they gave to us in the last report, etc.

Commissioners Rules and Regulations

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

-Now that you have voted on the drought restrictions, please remind me of when you would like to vote regarding incorporating the attorney’s additional comments into our rules.

Chairman Czech does not think we need the attorney’s comments. He’s asked Ms. Dewberry to share the rules and regulations again with the board, including Mark Bogacz, then the board can vote on them being that they are our own rules and regulations.

Water Storage Tanks Restoration Project

Duration of time of this discussion: Ongoing.

Due date: Ongoing.

-Discuss the next steps. A letter was just signed to officially get out of the SRF process.

Mr. Bogacz asked why the need for the engineers at all. Ms. Dewberry says that we need the engineer to do a preliminary design the must be submitted to the USDA, then a full design would come to be submitted to the USDA. Then the project goes out to bid to contractors that the engineers oversee and then, the hiring of construction crew would be next with the engineers overseeing that phase also. Finally, the engineers would come out for what would be a final inspection, making sure the paint is intact etc. Part of this project would be a grant which is free money and part would be a loan.

Mr. Bogacz mentioned an in-house engineer and would they be cheaper and more trustworthy. Ms. Dewberry is interested in learning more about in-house engineers.

Mr. Czech & Ms. Sullivan explained to Mr. Bogacz that the reason we are needing to hire an engineer is the money we hope to obtain for this project is grant money and this all falls into the requirements we must follow per the USDA to be able to qualify for this grant money.

Ms. Sullivan asked Ms. Dewberry to inquire about a \$117,000 quote for tank inspection services. It seems like a large sum of money for a diver to go inside the tank to look at the paint.

Ms. Dewberry is also going to ask the USDA about hiring a company to rehab the water tanks as opposed to hiring a specific engineer. First, we need to find out if the USDA will allow that.

Looking ahead at a possible “no” answer from the USDA Ms. Dewberry asked if the board had a preference to what engineering firm they would like to go with. Ms. Sullivan feels Tata and Howard over Haley Ward but still would like some more details on their prices in the contract for tank inspection services.

Life Insurance

Duration of time of this discussion: August meeting, to present.

-Decide on life insurance for water superintendent and fire chief positions?

- Chairman Czech asked Ms. Dewberry to send the quote that she has to Mark Bogacz as he has not seen that yet. An updated quote will be retrieved then it will be shared with Mark, but Ms. Dewberry would like to move ahead asap on this since she’s already been waiting quite some time for this.

Employee Handbook

-Would you like to add information about maternity/paternity leave into the employee handbook?

- Ms. Sullivan read that the law applies to employers that have 6 or more employees. It was said that the employee could take up to 8 weeks of paternity leave unpaid. Ms. Dewberry asked if this should be entered into the handbook, but the

Board has said that this would be something that would need to be voted on. The employee can make a request, then the board could vote on the request.

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

Sam Hoy recommends issuing an abatement to a district resident that was billed incorrectly for his water. After 2 different readings were taken for the resident and it does seem there was a discrepancy in their bill. The water meter was replaced with a new one.

MOTION (SULLIVAN; BOGACZ): To issue an abatement in the amount of \$2,788.90. Approved 3-0-0

A little more discussion took place about other district residents that did voice issues but nothing on those has proven yet to be an issue.

Board Members Comments:

New Business:

Chairman Czech asked the Fire Chief and Water Superintendent to start working on their next years budgets. Budgets will be due in by the beginning of December.

Old Business:

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

The lighting project is completed according to the Fire Chief.
Griswald Glass will be out at the station the following Tuesday from this date today.

MOTION (SULLIVAN; BOGACZ): To adjourn from the Open Meeting at 7:52 pm. Approved 3-0-0

Submitted by:

Approved as to Form and Content:

Sherrie Bellefleur, District Recording Secretary

Norman Czech, Chairman

Date: _____

Date: _____