



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:

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| Norman Czech; Prudential Committee Chairman | Christopher Connolly; Water Superintendent |
| Stephen Chiacchia; Prudential Committee Vice Chairman | Lorinda Baker; District Treasurer |
| Richard Pobieglo; Prudential Committee Clerk | Sherrie Bellefleur; District Recording Secretary |

Absent from tonight's meeting was Scott Turner; Three Rivers Fire Chief and David Basler; District Clerk.

The Pledge of Allegiance was recited.

Approval of Minutes

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

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

Public Comment

None

Committee Reports

None

Report of the Treasurer

Review of October 2019 Financial Reports:

Treasurer Lorinda Baker presented the October 2019 Financial Statements.

October 2019:

Water Department: Revenue for the quarter is \$10,000 less in 2019 than it was in 2018. Reason seems to be timing of when the water bills were sent out. Profit is \$9,700 less than prior year because of the revenue drop. The checking account balance is at \$82,000 as of 10/31/2019. District Accountant Stephen Marhelewicz requested taking \$10,000 from this checking account balance to pay down part of the \$45,000 debt that is still owed to the District.

MOTION (CHIACCHIA; POBIEGLO): To transfer \$10,000 from the Water Department checking account to repay a part of what is owed to the District.

3-0-0

Fire Department: Nothing unusual to report in October 2019.

District: Nothing unusual to report in October 2019.

Vice Chairman Chiacchia asked to make a comment in reference to the finances. After paying for the furnace for the District Fire Station, purchasing a new Command Vehicle for the Fire Chief and some of the additional expenses that we had this year the District is in great shape. Our cash balance after spending just over \$100,000 is only down about \$18,000.

MOTION (POBIEGLO; CHIACCHIA): To accept the Report of the Treasurer for October 2019. 3-0-0

MOTION (POBIEGLO; CHIACCHIA): To accept the Treasurers Warrant for October 2019. 3-0-0

Report of the Fire Chief

Prudential Committee Chairman Norman Czech presented the "Report of the Fire Chief".

Calls and Activity for the month of October 2019:

Operations Calls/Incidents:

- **23 incidents:** 4- Fires; 8 Rescue & EMS; 4 Service call; 7 False alarm.

Training:

- **Department:** Engine Company Operations; Driver Training; Ladder Company Operations.
- **Duty Crew:** Intruder Joe @ Pathfinder; Dispatch Training; Driver Training.

Events:

- Halloween Parade.
- Fundraiser @ Pathfinder.

Fire Prevention:

- 1 Inspection for Oil Furnace.
- 1 In Smoke Carbon Monoxide Detector.

Fire Prevention Education:

- 2 Programs for the Learning Factory

MOTION (POBIEGLO; CHIACCHIA): To accept the report of the Fire Chief as read by Chairman Norman Czech. 3-0-0

Report of the Water Superintendent

Water Superintendent Chris Connolly presented his report.

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.

Discuss Water Agreement with Bondsville & Three Rivers Water Department:

- Chris McClure is still working with engineer on their side. There is progress happening but currently there is nothing that we need to do.

District Records Overflow:

- Record scanning and organizing has begun of the record retention. This will go on a hard drive on the computer. ProShred will come in to pick up any records to be disposed of.

New Water Department Business:

- 10/10/2019 Liquid Engineering came to clean and inspect the storage tanks on Baptist Hill Road. The tanks were consistent with the findings from the inspection 3 years ago. Chris thinks in the spring someone could look at the accessible valves in the pit. The condition of the tanks are okay but could be re-coated along with a couple structural items that need to be repaired. There is about 1/8" of sediment on the bottom of the tank.
- TRWD completed its second round of hydrant flushing for the year in October. The next scheduled flushing will begin in the spring of 2020.

Chairman questioned about payroll records and Maryann being able to scan those in but she's not able to retrieve those at this time from Clerk Basler. Steve Chiacchia will look into this, he feels these are items that should also be scanned in.

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

New Business:

Vacation time for part time district employees was discussed. After a short discussion it was agreed that a part-time employee that has been employed 0 – 5 years would be eligible for 2 weeks' vacation and 5 – 10 years 3 weeks with 3 weeks being the maximum. A part time employees vacation pay would be what their average weekly pay is.

MOTION (POBIEGLO; CHIACCHIA): Effective January 1, 2020 a part time Water Department employee with 0 – 5 years will receive 2 weeks' paid vacation and 5 – 10 years will receive 3 weeks' paid vacation with a lifetime maximum of 3 weeks based on the employee's normal weekly hours worked. Approved. 3-0-0

Old Business:

Code of Conduct submitted by Dave Basler in the previous monthly meeting was revisited at tonight’s meeting. It should not need any further approval past the Prudential Committee. A question that Basler had on the Bylaws was discussed. There was question on whether the most recent bylaws were sent to the correct location and were they even approved. Chairman Czech did look online with the Municipal Law Unit and was not able to see anything posted from the Three Rivers Fire District. After a short discussion on the Bylaws it has been determined that where they were mailed will need to be looked into, Steve took contact information from Norman Czech and plans to call on this matter. Steve states there was a legally binding meeting with approval by the town back in 2016.

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

None

Board Members Comments:

None

MOTION (POBIEGLO; CHIACCHIA): To adjourn from the Open Meeting at 7:14 p.m. Approved 3-0-0

Submitted by:

Approved as to Form and Content:

Sherrie Bellefleur, District Recording Secretary

Norman Czech, Chairman

Date: _____

Date: _____