



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

Prudential Committee Minutes

November 20, 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
Guy Bellefleur; District Clerk

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 October 16, 2024, meeting.

MOTION (SULLIVAN; BOGACZ): To approve October 16, 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 October 2024

October 2024

Water Department:

- Total income for October 2024 was \$ 14,543.92 (a decrease of \$49,935.68 from October 2023).
- Expenses for October 2024 were \$27,527.74 (a decrease of \$ 27,796.60 from October 2023).
- October 2024 net income was -\$12,982.82 (a decrease of \$22,139.08 over October 2023).

Fire Department:

- No issues

District:

- No issues

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

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

Report of the Fire Chief

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

The Chief states that there is a meeting scheduled for Friday (11/29/24) at noon. It is not a change to the policy; it is more like a revisit. Changes took place recently very rapidly that the Chief felt a meeting was warranted. This is pertaining to calls and agreements between Palmer Ambulance all of the Fire Districts and the Town of Palmer and how they would respond to calls based on what the calls were.

October 2024

Administration:

- Grant Compliance
- Building out Emergency Networking
- Developing a Capital Improvement Plan
- Preliminary Budget Work
- Chief Officer Program
- WMFPA Annual Meeting
- Run Card Meeting

Emergency Responses:

- 28 Emergency Responses

There was a brush fire in the trailer park that started on Saturday. TRFD put the fire out, but it rekindled. The fire department came back on Sunday to put the fire out again. The homeowner will be the first recipient of a non-criminal ticket. The homeowner was burning construction debris, pressure treatment wood.

The ticketing will need to go into a special line-item account, it cannot go back into general funds. The state sets the amount being 1st offense is \$100; 2nd offense is \$200, and the 3rd offense is \$500.

Fire Prevention/Education:

- 2 26F Presale Inspections
- 4 Photovoltaic Inspections
- Touch a Truck Event
- Meet with Landlord 9-15 Springfield Street

Operations:

- None listed

Training:

- Pediatric Airway Management
- Drop tank and Floto Pump
- Radio Operations
- Fire Attack Drills

Events:

- None listed

Ms. Sullivan asked about the addition. The chief says he is still missing a 3rd quote.

A District resident, John Fitzgerald, Calkins Road and Lieutenant and EMS Coordinator of Palmer Fire spoke at this point of the meeting. He's asking what the Chief is deviating from the policy and what does the policy have in detail. The resident is asking what type of agreement it was. Chief Nodurf expresses that he just wants to be clear on what calls to go to and what calls to not go to. Mr. Fitzgerald then asked if Three Rivers has a licensed vehicle, the answer to that question is currently we do not have a licensed vehicle. The apparatus that goes right now is The Chiefs car or Engine one, that are equipped and stocked with first in bags minus the medications that an EMT is allowed to give.

Chief does not carry aspirin or Sudafed. The chief says from the time of a call until the ambulance arrives, he can provide care at the best level possible.

Mr. Fitzgerald states that there has been a violation sent in the mail from someone that basically falsified a report saying they were delaying care. He feels someone is just trying to throw wrenches in the gears at Palmer Fire. Chief Nodurf states that this was not him. Supplement to the Primary Service is what Chief Nodurf says he wants to offer.

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

Report of the Water Superintendent

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

Status of the Water System

- Rich and Mac checked all hydrants for water within the barrels. They found 17 hydrants that were wet. These should have the worn parts replaced in the future in hopes of preventing freezing and damage. For now, they pumped out the water and added food grade antifreeze to help overwinter them, but it's less expensive to replace the parts than it is to use the antifreeze each year.
- Craig in Monson shared his hydrant records with us that he saved in Microsoft Access, and Mac made a list of hydrants based on Craig's document. We have 130 hydrants in Three Rivers. As we repair the hydrants, we may document those repairs on this sheet.
- Mac cut down the growth on the hill at the tanks to prevent trees from becoming reestablished again.
- Mac and I are continuing our fall work at the pump station.

Commissioners Rules and Regulations

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

Due date:

-Incorporate the attorney's additional comments into our rules?

Chairman Czech says we will add the water restrictions as presented.

Water Storage Tanks Restoration Project

Duration of time of this discussion: Ongoing.

Due date: Ongoing.

-Select an engineering firm and get started?

Ms. Dewberry did get 3 quotes for an engineering firm.

Mr. Czech states that the 1.9 million dollars that we appropriated, the engineering fees are included. The USDA requires an engineer. The quotes were Bill Story, Weston Sampson at \$102,000, Tata and Howard at \$ 41,900 and Haley Ward at \$ 80,100.

MOTION (SULLIVAN; BOGACZ): To sign with Tata and Howard at \$41,900. Approved 3-0-0

Life Insurance

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

Due date:

-Decide on life insurance? Refer to employee handbook.

The board was waiting for Ms. Dewberry to get with Wendy on some quotes, she will still do this and report back in December. Chief Nodurf will work on getting prices with just a life insurance policy for himself and Ms. Dewberry, and for Mack. Only full-time employees are eligible for life insurance.

Chief Nodurf will have a report in December on life insurance quotes.

Employee Handbook

Duration of time of this discussion: October meeting to present.

Due date: Today, for planning purposes.

-Decide on parental leave.

The water department is less than 6 employees so the state coverage does not apply to our department. Ms. Dewberry has offered to cover for her full-time employee while he takes paternity leave. The board discussed this and in result they have said that the employee is approved to take the time but it would be without pay. The employee is allowed to use vacation time and

after review of the handbook in reference to personal time this may also be an option. He's also been instructed to contact Steve Marhelewicz to see what time he has accrued. Other than vacation and personal time, sick time can be used for medical appointments. Lastly, if needed he can use unpaid time with the understanding that Ms. Dewberry is on board to cover for him.

Maple St. / Maple Terr. Block Grant Project Update

Duration of time of this discussion: Ongoing

Due date: Ongoing

- I attended the town's neighborhood meeting that we held at the end of October and spoke with the engineer. This project will likely begin during the spring. For a portion of the project, a temporary water line will be installed above ground and fed into the properties through the outside hose spigots, therefore, these properties will not be metered. I requested that a meter be placed on the hydrant, so that we will have an account of the water for DEP's report. However, we will not have an accurate measure of water use for individual billing purposes.

Chairman states he's never heard about this being done. Ms. Dewberry says on one road they will not do it they are going to install a water main next to the current water main so they have enough room in the road to do that. The other street, there is too much going on so they cannot put one next to the other there, so they are going to take it out and put it in place. While they are in this process they will hook up to a hydrant. This could take weeks.

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

Board Members Comments:

New Business:

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

Old Business:

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

MOTION (SULLIVAN; BOGACZ): To adjourn from the Open Meeting at 7:34 pm. Approved 3-0-0

Submitted by:

Approved as to Form and Content:

Sherrie Bellefleur, District Recording Secretary

Norman Czech, Chairman

Date: _____

Date: _____