



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

Prudential Committee Minutes

February 19, 2014

Chairman Domey called a meeting of the Prudential Committee to order at 7:12 p.m. The Pledge of Allegiance was recited.

IN ATTENDANCE:

Raymond Domey, Chairman
William Jalbert, Clerk
John Sasur, Water Superintendent

John Chmura, District Treasurer
Scott Turner, Fire Chief
Diane Baldyga, District Secretary
Mark Pessolano

Approval of Minutes

The Committee reviewed the minutes from the meeting of January 22, 2014.

MOTION (DOMEY, JALBERT): To approve the minutes from the meeting of January 22, 2014. Approved 2-0.

The minutes of the December 11 meeting will need to be re-approved when Vice Chairman Reim is present.

Public Comment

Mark Pessolano, a business owner from Route 20, requested information from the Prudential Committee about the procedure to pursue in order to obtain water on Boston Road from the Three Rivers Fire District. He is prepared to petition houses from KMart to the Wilbraham town line in order to transfer to the Three Rivers Water District. Chairman Domey explained that the District had previously met with Town Manager Charles Blanchard, Attorney Michael Hassett, and Representative Todd Smola regarding annexing this portion of property since Three Rivers' water supply is already in that locale. Domey believes that having a petition signed by residents and businesses of that area opting out of District 1 would probably be the easiest route to take. He strongly urged him to consult with an attorney first. He said that although there are laws about getting into a district, there are no laws about getting out. Pessolano will contact Domey about laws that may have been disregarded in Palmer's original annexation of the land in question. W.S. Sasur believes there are laws about annexing out of a district if it cannot provide the services needed. Sasur will get a printout of businesses and homeowners for Pessolano. He said that Three Rivers has the annexation procedures in its by-laws and will get a copy of it for Pessolano.

Report of the Treasurer

Treasurer Chmura submitted January's financial statements to the Committee. He said he talked with Billing Clerk Toni MacKenzie about outstanding debts amounting to \$72,000, and she is following through by sending out letters to get them settled. Quaboag Trailer Park is currently all paid up. Chairman Domey noted that according to the audit, only 70% of water bills had been collected at the end of last June. Chmura said he would like to see a "due date" on the bills. The Water Superintendent said if it was not already on it, a "due date" could be added. Domey commented that with quarterly billing, he felt that this problem would eventually shrink.

In additional business:

- Chairman Domey delayed discussion on the audit until next month. Stephen Marhelewicz provided the names of two individuals who might do next year's audit.
- Domey said he wants a breakdown of the articles in the budget. He wants to see last year's expenditures for electricity, phones, etc. Chmura says he has that for every account on the Profit & Loss Statement to date. Domey wants only the annual account totals to prepare for each year's budget. Chmura said he will prepare a report analyzing the annual totals for each account. Fire Chief Turner said he and Chmura have attempted to separate accounts like that. Domey suggests starting the budget in the fall next year.
- AT&T continues to make changes to the preliminary lease given to them. Al Nardi, Project Manager, wants these changes updated immediately to satisfy them in order to avoid delaying the opening of the bids.
- John Chmura was given the deed for the North Street property, and it was placed in the District's safe deposit box. Chmura says he needs to get a larger safe deposit box as soon as one becomes available at the bank.
- Domey attended a Town Council meeting on February 10 with a prepared easement done by Attorney Dennis Tully to secure access to the North Street property. The Town Council will vote on it at its next meeting.

- While at the Town Council meeting, Domey asked about the next Town Auction to dispose of the District's call boxes and vehicles. He was told that there are no plans yet for the next Town Auction, but that the District will be include when the next one is held.
- The small safe deposit box for the District costs \$25 a year; a larger one costs \$41 a year. Chmura reminded the Fire Chief that he still needs a set of his keys to secure in the safe deposit box.
- Fire Chief Turner said that W.S. Sasur sent him an email with all the information he needs for a credit card. He promised to get one soon.
- Chmura will review the budgets prepared by Fire Chief Turner and W.S. Sasur.

MOTION (JALBERT, DOMEY): To accept and approve the Treasurer's Warrant. Approved 2-0.

MOTION (JALBERT, DOMEY): To accept and approve the Treasurer's Report. Approved 2-0.

Report of the Fire Chief

Fire Chief Turner presented his report:

- The call report for the month of January 2014: A total of four (4) calls were received—three (3) all calls and one (1) duty-officer call.
- All ladders passed the ladder testing performed by New England Ladder Testing. However, two ladders that were not tested have issues. One had damage and needs to be replaced, and a roof ladder does not meet NFPA requirements. It will also be replaced. An official log book will become a permanent record of these test dates and results. Hose, pump, and other apparatus testing will follow a similar procedure. Deputy Chief Sasur will create a program for regularly scheduled testing with built-in reminders. The Department's ladders still need to be power washed and waxed.
- Due to four upgrades of SCBAs (Self-Contained Breathing Apparatus) since the Department's last purchase, the Fire Chief is optimistic that the District has a high priority for receiving a grant. He also had a new pager to demonstrate for the Prudential Committee. Because the old pagers are expensive to repair and limited in capabilities, he recommended replacing the seven or eight needing repairs with new ones from the grant money. He cited many reasons for his opinion. Chairman Domey did not agree with one of the features on the pager. Because that feature may be by-passed, Domey told the Fire Chief to "go for it." The cost of a new pager is about \$430, which is similar to the cost of repairing the current pagers.
- A FEMA requirement is that all members of fire departments applying for its grant to be NIMS certified. Unqualified members must be taken off the roster. Three on-line classes must be passed for certification. All members but three have already qualified.
- Mike Frydryk, a member of the TRFD, is majoring in Marketing at American International College. For his internship requirement, he chose to market the TRFD in order to bring it closer to the community. He will highlight its benefits to the town (like safety programs, collecting food, toys, winter clothes, etc.); how it works with the Chamber of Commerce; and the ways it contributes to local organizations. Using Face Book and adding another social media on Twitter, Frydryk plans to get the Department's messages out about its benefits, programs, and services. Also, a new column will begin this week in the Palmer Journal. Chairman Domey and Clerk Jalbert thought it was a good idea. W.S. Sasur said it would interest younger people, encouraging volunteerism within the Department and community.
- The Chief's Department phone was upgraded, so Turner would like to pass his old phone to W.S. Sasur since he needs to upgrade his phone. The Committee agreed.

MOTION (JALBERT, DOMEY): To approve the report of the Fire Chief. Approved 2-0.

Report of the Water Superintendent

W.S. Sasur discussed the following items:

- Update on Water Department/District Office building. The last meeting took place on January 16. An architectural request for qualifications is being developed. Meeting state standards, judging applicants, preparing information for the annual District meeting in May, and determining an estimate for an architect to design the building are on the committee's agenda. The next meeting is on February 20.
- District Forestry Cutting Plan Proposal. Scott Gerrish, the forester who evaluated four parcels of land for the District, sent a letter to the Water Superintendent with his recommendations of their forest management potential. Gerrish advised the District to look into a 10-year Forest Management Plan, which is a state stewardship grant providing for many social and economic benefits to the community. After consulting with the State's Stewardship Coordinator, Michael Downy, Gerrish reported that the District would qualify for cost sharing up to 100%. The Water Superintendent recommended moving forward on the 10-year Forest Management Plan.

MOTION (JALBERT, DOMEY): To authorize the Water Superintendent to move forward on the Massachusetts Forrest Stewardship Program. Approved 2-0.

- Request for Meter Stabilization Account/Funding. Revised figures of expected meter fees collected were distributed to the Committee. Sasur estimated that to date all meter rental revenue was about \$135,125, which breaks down to \$5,875 per year. Chairman Domey feels that the meter rental fees should reflect the total cost of meters to the District. If the installation of new meters is expected to cost about \$200,000, then the current meter rental charges fall short. W.S. Sasur explained that the charges were based on the cost of the current meters in 1991. It would be hard to estimate what the replacement cost would be in 25 years. The amount collected helps defray the cost of new installations. Domey had spoken with auditor Stephen Chiacchia and said that he had recommended a 10% increase in the water rates. Meter rental and water rates will need to be re-evaluated.

Domey asked about the payment status of a bulk supplier. Because this supplier owed between \$6,000 and \$7,000, Domey was adamant in demanding payment. If payment is not received soon, legal action may be taken.

The Water Superintendent wanted to know how to move a certain amount of free cash into a dedicated fund for new meters. Domey was not in favor of this transfer but is in favor of starting a dedicated fund and going from there. He said that money may need to come from free cash once the installation of new meters begins. Raising meter rental and water rates so the Water Department is not working in a deficit may help.

- Coordinated Water Study. Domey passed out information from Marc Wey. The next meeting is on February 24, at 1 p.m. at the Bondsville Fire Headquarters. Chmura noted that a comparison of water rates showed Three Rivers at \$38, Bondsville at \$70, and Thorndike at \$47. Domey spoke with Dave Lavallie, Bondsville’s Prudential Committee Chairman, about the preliminary agreement made with attorneys from Bondsville and Three Rivers, and is available for the three Districts (Bondsville, Three Rivers, and Thorndike) to review. Lavallie is excited about moving forward.
- W.S. Sasur passed out a contract he got at the Town Manager’s office, which is available to solar green communities (like Three Rivers), offering a discounted rate for electrical power. He asked the Committee to review it to see if it is interested.

MOTION (JALBERT, DOMEY): To accept the report of the Water Superintendent. Approved 2-0.

Old Business

No Old Business.

New Business

No New Business.

Having no further business to conduct in open session, Chairman Domey requested a motion to adjourn. The next regular meeting is scheduled for 7 p.m. on March 12, 2014.

MOTION (JALBERT, DOMEY): To adjourn from the Open Meeting at 9:20 p.m. Approved 2-0.

Submitted by:

Approved as to Form and Content:

Diane Baldyga, Recording Secretary

Raymond Domey, Chairman

Date: _____

Date: _____