

**BARNSTABLE FIRE DISTRICT**  
**1841 PHINNEY'S LANE**  
**BARNSTABLE, MA 02630**

**PRUDENTIAL COMMITTEE MEETING FEBRUARY 13, 2024**

The meeting was called to order at 4:00 PM by Prudential Committee Chairman William Jones at the Water Department Office, 1841 Phinney's Lane, Barnstable. Also, in attendance was Prudential Committee member Peter Eastman, Water Commissioners David Mason, Stephen Whitmore and Evelyn Bassetts and Water Department Employee Ron Tivey, Fire Chief Christopher Beal, Deputy Fire Chief Kevin Brailey, Treasurer Rick Buffington and Clerk Charles Eager.

Water Department

- Water Department is on budget for FY 2024. Having spent 61% over 61% of the year.
- Ron Tivey reports they had run into a snag with the plumbing code at the Treatment Plant. They either have put in a bathroom or get a waiver.
- Water Department is suppose to be meeting with engineer on the Commerce Road prioect, water main and Town of Barnstable road improvement.
- Water metwith their engineer about economic developepment. Looking to see if District is eligible for grants for things like the satilite well and main project on Commerce Road.

Fire Department:

- FY2024 is on budget for the year.
- Deputy Fire Chief Brailey graduated from the Chief Fire Officer Program last month.
- All FEMA SAFER Grant hires have successfully completed their probationary year and now are off probation.
- The Department received a \$8,905.78 Firefighter Safety Equipment Grant from the Massachusetts Executive Office of Public Safety and Security and the Massachusetts Fire Services. It will be used to purchase ballistics gear, PFD's and electric vehicle shut off tools.
- The Department will be applying for a FEMA Assistance to Firefighters Grant for driver training programs and thermal imaging cameras. Grants will be awarded late summer or early fall if selected.
- No update on the Regional Emergency Communication Center Grant. They are going to apply for the second grant which would provide funding for the facility.
- New mini splits have been installed in the station.
- The training room remodel is almost complete, some painting and a little wiring to do.
- Fire Department submitted their operational budget

Treasurer:

- Treasurer presented his revised operational budget.
- Treasurer on track to finish FY 2024 under budget.

- Cashbook has been reconciled to the bank and general ledger, with no variances for January.
- Copy the Treasurer's Report has been sent to the Clerk.

Clerk:

- Reminder on Annual Reports due the 1<sup>st</sup> of May. Report By-law Committee is working on Recall Article.

Prudential:

- Prudential Chairman William Jones puts out a reminder to Water Superintendent Sean Anderson that preliminary budgets were due today.
- Prudential Committee with set up meetings to go over both capital and operational budgets at the end of March.
- Stephen P. Rizzo then gave the report of the Fire Station Needs Committee. He explained the reasoning behind their decision. The option picked by the Needs Committee is to put the Fire Station on land where the Water Department currently sits. After his report there was discussion of the recommendation in the report. While the construction is going on the Water Department will have find rental space. Eventually Water Department and District Offices are planned to occupy the current Fire Station with a community hall also included.
- The Prudential Committee then made a number of motion based on the findings in the report. First, the Committee member Peter Eastman moved that the Prudential Committee accepts the Needs Committee Report of February 13<sup>th</sup>, 2024 including it findings, the motion was seconded and passed. Second, the Committee member Peter Eastman moved the Prudential Committee accept the proposed Barnstable Fire District Designer Selection Procedure as required by M.G.L. Chapter 7C, Sections 44 – 58, the motion was seconded and passed. Third, Peter Eastman moved the Prudential Committee approves the issuance of a Request for Qualifications by the Prudential Committee for Architectural and Engineering Design Services. The scope of the design services is to design a new Fire Station based on Option 4 of the Needs Committee Report. The motion was seconded and passed. Fourth, Peter Eastman moved to give authorization to spend money on the legal publication for the RFQ. Fifth, Peter Eastman moved the Prudential Committee accept the proposal from Bracken Engineering dated January 31, 2024 for a fixed fee of \$5,000. The purpose of this survey is to stake corners of the proposed Option 4 Fire Station at 1841 Phinney's Lane and to provide a plan of the property showing the proposed building outline and distances from the building to Barnstable Water District Well #1, This survey plan will be provided to the Architect selected to design the build as a basis of design of the new Fire Station and in applications to the Massachusetts Department of Environmental Protection. The motion was seconded and passed. Sixth, Peter Eastman moved the current Needs Committee be retained and become the new Fire Station Building Committee. The Building Committee would assist the Fire Chief during design and construction of the new Fire Station. The purpose of the committee would be to advise the Fire Chief on design decisions as options are presented and to weigh the pros and cons of various cost alternatives. The Steering Committee will also act in a supervisory role, reporting to the Prudential Committee regarding the ongoing project. The motion was seconded and passed. Seventh, Peter Eastman moved that the Prudential Committee authorize the Treasurer to enter into an Owner's Project Management contract with Stephen P. Rizzo, PE at

the fee of \$1.00 per annum plus reimbursement of expense for the period of design and construction of the Fire Station per the requirements of M.G.L. Chapter 149, Sections 44A½.

- Prudential Committee moved there meeting date to March 5<sup>th</sup>, 2024.

**Motion made, seconded and passed to adjourn the meeting.**

Next Meeting is March 5, 2024

**Final Operational Budget due March Meeting**

**Annual Reports were due March 1, 2024**

**Preliminary Warrant review with Moderator and District Counsel at April Meeting**

**Final Warrant due to Clerk April 19, 2024**