



## PRUDENTIAL COMMITTEE FIRE DISTRICT #2

20 Woodbridge Street, South Hadley, MA 01075  
Tel: (413) 534-5748 - Fax: (413) 517-6054

### Minutes of August 10, 2023

Convened: 5:33 p.m.

Adjourned 6:12 p.m.

Present

Prudential Committee Chair: Kenneth LeBlanc

Members: Robert Bak

John Moriarty

Clerk/Treasurer: Barbara Miller

Fire Chief: Todd Calkins

Meeting called to order by Chairman LeBlanc. It was announced that the meeting is being recorded.

Payroll and Vendor Warrants were reviewed by R. Bak and J. Moriarty. Per Sections 57-58 of the Municipal Modernization Act and PC votes of 12/15/2016 and 3/10/2020 warrants were previously approved by K. LeBlanc, PC Chair.

#### Minutes

Motion to approve the minutes of April 13, 2023, May 1, 2023 and July 17, 2023 made by R. Bak seconded by J. Moriarty. Motion passed with a unanimous vote.

#### Fire and Ambulance Report

Chief Calkins reported:

The detail rate for outside events was increased from \$42 to \$60 for the officers and EMTs. J. Moriarty asked if the Town had been informed, Chief responded they were aware there was going to be an increase but the amount had not been determined at that time.

B. Miller asked if other departments keep any portion for the department. There was a brief discussion. AFG grant, we have made it to the second round, they have requested an environmental survey. Sharon Hart S. H. Emergency Manager, is working to make 20 Woodbridge street the backup for the Emergency Operations Center (EOC) if something happens to the police department. First Due software is being implemented. We have hired six on-call people. They are holding interviews Monday for the fulltime position. The renewal of the MOU for the Comstar MHC agreement is in progress. Call volume 2022 and 2023 are running very similar, note 2022 was the highest year to date. T. Calkins stated that his tentative retirement will be May of 2024. He stated that he has been very open to the department, that he wants to hear from people, either stopping in his office or via email with anything they want to discuss. There was discussion regarding the conversion to First Due and the integration with ERS. Chief said he has several of the policies written for the Personnel Policy. He and R. Bak will get together for a review.

PC Chair Discussion Items

B. Miller provided signed disclosure statements from John Moriarty, Tim Cauley and Tyler Scheinost for review and PC Chair signature. J. Moriarty's acknowledges he will abstain from all votes which may have an effect on his financial interest and the Special Municipal Employee disclosure. T. Cauley and T. Scheinost are Special Municipal Employee disclosure forms.

B. Miller stated that she reviewed the Personnel Policy provided by the Water Dept. and will review it with the Water Superintendent but will wait to see how much overlap there will be with the policy the Chief is working on.

K. LeBlanc requested the evaluations and contracts for the Clerk/Treasurer and Fire Chief be added to the agenda.

B. Miller said the email that was being used for the PC on the website was not working. She asked the PC members if they would be comfortable with her adding their personal emails to the website. R. Bak had previously had his added, K. LeBlanc ok'd using his homesbyleblanc email and J. Moriarty will use his SHFD2 email.

J. Moriarty stated that there has been no signage added to the parking for Lithia Springs. B. Miller said that she believed T. Cauley was the liaison between the Town and the District and she will check with him.

Respectfully submitted,

Barbara Miller, Treasurer

Minutes approved \_\_\_\_\_