



## PRUDENTIAL COMMITTEE FIRE DISTRICT #2

20 Woodbridge Street, South Hadley, MA 01075  
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### Minutes of December 14, 2023

Convened: 5:30 p.m.

Adjourned 6:12 p.m.

Present

Prudential Committee Chair: Kenneth LeBlanc

Members: Robert Bak

Clerk/Treasurer: Barbara Miller

Fire Chief: Todd Calkins

Others Present:

Lt. Brian Fay, Fire District 2

Carol Constance, South Hadley Selectboard, Vice Chair

Chief Robert Authier, Fire District 1

Cpt. Thomas Stark, Fire District 1

Lt. Scott Walsh, Fire District 1

Meeting called to order by Chairman LeBlanc. It was announced that the meeting is being recorded. Due to technical difficulties the recording missed the beginning of the meeting.

Payroll and Vendor Warrants were reviewed by R. Bak. 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 November 16, 2023 made by R. Bak seconded by K. LeBlanc. Motion passed with a unanimous vote.

#### Fire and Ambulance Report

Chief Calkins reported there were 96 calls in November, 71 were EMS calls. There are 915 calls to date in 2023.

Grant Submissions Update – DCR grant for Brush Truck equipment and PPE \$5,800, DFS Grant for RIT bag and PPE \$15,500, The MSA packs from the AFG grant have been delivered and the air filling Station should be here soon.

Inspection services took in over \$14,000 in receivables this fiscal year. The First Due software is working very well, we were told that we are further along than most of the surrounding communities. All fire service vehicles have been serviced, R4 has a small repair scheduled. The duct cleaning is complete and filters have been changed. Chief would like a discussion regarding the project to convert the deck. He will form a small committee to get the numbers together for budget discussions. There was a discussion regarding the plan for Chief's retirement.

PC Chair Discussion Items

K. LeBlanc stated the District 2 elections will be held Tuesday, March 5, 2024, 7 am to 8 pm at the South Hadley High School, 153 Newton Street

K. LeBlanc provided an update regarding the meeting on December 7<sup>th</sup>. It was intended to be a meeting with District 1 PC, however, they tabled us, as the D1 PC chair was concerned about a possible conflict in the agendas. The D2 PC met and signed the District Local Technical Assistance Grant paperwork, it will be submitted by District 2.

K. LeBlanc stated B. Miller has expressed concerns regarding the delays to D2 tax rate approval caused by Granby, and that it has been an issue in the past. He provided a memo written by B. Miller outlining the negative ramifications should it cause the tax bills to be delayed past 12/31. The memo also addresses the extreme stress to Associate Assessor and the Tax Collector during the holiday season.

R. Bak made a motion to create a letter to the Granby Select Board encouraging them to schedule a fall meeting for the purpose of taxes so we will not face present and past issues in regards to sending out tax bills. Add a plan to have a scheduled meeting with the Granby Select Board to address this present and past issue. K. LeBlanc asked B. Miller to elaborate on the ramification and how it affects us. K. LeBlanc second. The motion passed with a unanimous vote.

B. Miller will forward the FY2023 OPEB report to the PC. She informed them that she has an upcoming annual zoom meeting with the Client Services Rep from PRIM regarding the OPEB accounts with NY Mello. She said she uses the report to determine the split between PC and WD for the annual \$50,000 payment.

K. LeBlanc stated they did performance reviews at the last PC meeting in which there was discussion around things they liked and things that need some improvement. In general, everything was good in the reviews and he appreciates everything we do. R. Bak said the discussion and reviews went very well and he knows Barbara and Chief do their best at their jobs every day and from his standpoint they are well appreciated for all the time they spend and all the work they do. B. Miller said it is nice to be appreciated. T. Calkins acknowledged that it is team work across the board and things are getting better each year.

Personnel policy hasn't changed since the last meeting, it is still being worked on.

R. Bak made a motion to appoint B. Miller for another three-year term. K. LeBlanc second. The motion passed with a unanimous vote.

R. Bak made a motion to approve the Memorandum of Agreement (MOA) for B. Miller for a term of three years. K. LeBlanc second. Motion passed with a unanimous vote.

R. Bak made a motion to approve the Memorandum of Agreement for Chief Calkins of Fire District 2. K. LeBlanc second. The motion passed with a unanimous vote.

The next Prudential Committee meeting will be Thursday, January 11, 2024 at 5:30 p.m.

Respectfully submitted,

Barbara Miller, Treasurer

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