



PRUDENTIAL COMMITTEE FIRE DISTRICT #2

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

Minutes of February 15, 2022

Convened: 5:30 p.m.

Adjourned 7:00 p.m.

Present

Prudential Committee Chair: Kenneth LeBlanc via GotoMeeting

Members: James Menard
Robert Bak

Clerk/Treasurer: Barbara Miller

Fire Chief: Todd Calkins

Ambulance Director: Ryan Moore

Others Present via GotoMeeting:

Linda Young

Lt. M. O'Neill

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

Payroll and Vendor Warrants were reviewed by J. Menard and 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

J. Menard made a motion to approve the minutes of February 8, 2022, R. Bak second. The motion passed with a unanimous vote.

Chief Report

ARPA Funds

Chief Calkins stated that B. Miller saw an application, on the Town website, to apply for ARPA funds. The Fire Department submitted three applications under categories 3, 4 and 10: Premium pay, staffing and infrastructure. The Water department also did two or three applications. City of Springfield started the process with premium pay; voting to give each policeman and firefighter \$5,000. Chief broke down our roster \$5,000 for fulltime down to \$2,500 based on time. Captain Moore did the staffing application and the generator was submitted for the infrastructure application.

PC Chair Discussion Items

Ambulance Budget

Captain Moore stated that he thinks the ALS line may need to be even higher than was discussed at the last meeting. There was discussion regarding call volume and the new ALS rate from District 1. The line item was increased to \$70,000. Chief Calkins proposed increasing the on-call pay rate to \$14.25, line 5103 was increased to \$124,830.

Ambulance Stabilization

J. Menard discussed the ambulance stabilization policy revision.

Jim Menard made a motion to revise the Ambulance Stabilization Funding Policy to appropriate \$25,000 annually, through a District Meeting Vote, from Ambulance Reserves for Appropriation, or fifty percent of the balance remaining after the ambulance budget is complete, whichever amount is greater.

Note: If the Ambulance Reserves for Appropriation, after the budget is complete, are less than \$25,000, the Prudential Committee members should use their best judgement to determine the appropriate amount.

Robert Bak seconded the motion. The motion passed with a unanimous vote.

Clerk/Treasurer Cell Phone Reimbursement

B. Miller stated that the Water Admin. Asst. receives \$120 every two months for cell phone reimbursement for a total of \$720 per year. If the PC approves cell phone reimbursement for B. Miller the amount should be able to come out of the Office Expense and education line without an increase.

J. Menard made a motion to allow B. Miller to receive a stipend for cell phone reimbursement of approximately \$720 to be taken from account 5402, which will not increase the dollar amount. R. Bak seconded the motion. The motion passed with a unanimous vote.

Per-Diem Coverage

Chief Calkins proposed changing Fire Dept line 5109 from \$94,500 to \$120,000, to try to have the ambulance have two people in it at certain times by having Per-Diem staffing at a rate of \$20.50 rather than an on-call person. Mainly at night and weekends. There was discussion regarding the current process and the changes for the per-diem process and payroll.

J. Menard made a motion to put per-diem accounts in ambulance and fire with the dollar amounts expected to be used and adjust down the EMT on-call and the line on the fire. Second by R. Bak. Motion passed with a unanimous vote.

COLA

B. Miller provided a spreadsheet with the cost for 3, 4 and 5 percent COLA increases. There was discussion regarding the prior years' COLAs which were FY2022-2%, FY2021 - 0%. K. LeBlanc proposed a 4% COLA. J. Menard stated he would like a 3% and R. Bak said he was leaning toward 4% because they only gave 2% last year. There was discussion regarding the last couple of years.

R. Bak made a motion to increase the COLA to 4% for FY2023. K. LeBlanc seconded the motion. The motion passed with a unanimous vote.

Projects

B. Miller provided a preliminary project list.

Chief Calkins provided (via email) his proposal for a pickup truck for the Fire Dept. He proposed that the \$50,000 that was to be added to the Vehicle Stabilization, be used to purchase a pickup. K. LeBlanc asked that the discussion be tabled for another meeting.

The next Prudential Committee meeting will be Tuesday, March 8, 2022 at 5:30 p.m.

Respectfully submitted,
Barbara Miller, Treasurer

Minutes approved _____