



PRUDENTIAL COMMITTEE FIRE DISTRICT #2

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

Minutes of February 9, 2023

Convened: 5:32 p.m.

Adjourned 6:32 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 two meetings on January 12, 2023, the joint PC & WC and the PC meeting made by J. Moriarty, second by R. Bak. Motion passed with a unanimous vote.

Fire and Ambulance Report

Chief provided the run stats for January and a training report. The AFG grant is due tomorrow and Cpt. Moore and FF McDonnell are submitting for an air fill station and air packs. The DFS has been approved most of that equipment has been received, once the invoices are processed they will submit for reimbursement. There was a joint training for search and rescue which included D2, Granby and Hadley. Thank you to Lt. Fay. There was a training for the new airbags thank you to Lt. Fay for arranging it with the company. There were 74 runs in January 65% medical and 35% other. Payroll is now coming from Emergency Reporting, thanks to FF Govia for assisting with that. Thanks to FF Bailey, she is fully engaged with the TRIAD program. The budget for FY23 fire has spent about 55% and Ambulance about 45%. There were a record number of transports (33) in January. The disposition report is up to date. Chief thanked all members of the SHFD2 Fire Department, on call and fulltime, they did over a thousand calls in calendar 2022, a record number.

PC Chair Discussion Items

Elmer Brook - T. Cauley stated the Conservation Commission thru Anne Capra contacted him regarding opening the parking lot for Lythia Springs access area. He was apprehensive but after discussions about improved signage and possibly DCR doing drive byes; he felt it might be worth another try. Rebekah Cornell the Conservation Administrator/Planner is working on a pamphlet showing the recreational areas in South Hadley which will provide instructions for how to get to them and where to park. The Water Commissioners are in favor of trying it again. There was discussion regarding safety, how the neighbors will be affected and the benefits. Anne Capra, Director of Planning and Conservation, said they would cover the cost of signage and

design it in house. She added that DCR will not officially patrol the area because the state does not own the property.

J. Moriarty made a motion to proceed with the Elmer Brook parking area and have signage made for directions for hiking and signage made for parking off the Route 116 roadway. Second by R. Bak. Motion passed with a unanimous vote.

A. Capra asked if the PC wants to explore establishment of a trail and a bridge over Elmer Brook. K. LeBlanc said everything is still on the table: keeping the larger part of the land, offering some of it to the town or DCR coming in would be great. J. Moriarty mentioned maintenance. T. Cauley spoke of the need to lock up Water Dept. supplies stored on the property. A. Capra said she would be happy to coordinate some conversations to try to figure it out. T. Cauley offered to be a liaison with A. Capra, DCR and the PC.

Election

K. LeBlanc announced that the South Hadley Fire District 2 election is to be held on April 11, 2023 from 7 a.m. to 8 p.m. at the South Hadley High School, 153 Newton Street.

Budget Meeting

The February budget meeting was scheduled for February 15, 2023 at 5:30

Employee Policy/Handbook

There was discussion regarding the Fire Department and Water Department Employee Handbook and Benefit Package booklets. R. Bak said he had a generic fire department handbook and would like to compare it to the current one. R. Bak said employees should receive the handbook and sign off on having received it. B. Miller expressed her concerns that some of the policies in the current handbook may be out of date i.e. ADA, harassment etc.

Chief Calkins left the meeting to respond to a fire call.

J. Moriarty made a motion that the Executive Session meeting be rescheduled due to an emergency in the District and all personnel that were to be at the Executive Session meeting had to respond to that emergency. Second by R. Bak. Motion passed with a unanimous vote.

Executive Session rescheduled to February 15th after the budget meeting.

Lt. Moriarty left the meeting to respond to the fire call.

There was additional discussion regarding updates to the employee handbook.

B. Miller informed the PC that she had received a complaint regarding the change to using the Supplement Wage tax rate on the monthly payroll. She will respond to the complaint, explaining what was done and why and that the IRS and Auditor had been contacted in advance of the change. A memo had been sent to all fire dept. personnel prior to the change, with a statement asking anyone with questions to contact the Clerk/Treasurer.

The next Prudential Committee meeting will be Wednesday, February 15, 2023 at 5:30 p.m.

Respectfully submitted,

Barbara Miller, Treasurer

Minutes approved _____