

PRUDENTIAL COMMITTEE FIRE DISTRICT #1
144 Newton Street
South Hadley, MA 01075

Prudential Committee REGULAR Meeting Notes

Meeting Date: February 13, 2019

Location: Fire District Headquarters, 144 Newton Street

This session is being recorded

Call to Order: 6:30 p.m.

Prudential Committee Members Present: Michael Wozniak, Chairman (MIW)
 Kevin Taugher, Clerk
 Bruce Perron, Member

Other attendees: Chief Authier (RA) Kurt Schenker (KS)
 Monica Walton (MW)

- Review and approval of PC meeting minutes of 1/23/19
 - BP requested that the word “falsely” be removed from the minutes.
 - BP wanted to have the minutes reflect an assertion by KS that he was being “harassed”. BP agreed that he would compose the wording of what he wanted to be included in the minutes.
 - The approval of these minutes was tabled at this time.
- Brief update on PARS regarding OPEB
 - MW has been in contact with another investment advisor that specializes in OPEB trust funds. Bartholomew & Company, based in Worcester, MA, manages the OPEB trust for the Town of South Hadley and several other Massachusetts municipalities.
 - MW has arranged for representatives of Bartholomew to make a presentation to District officials at the next meeting.
 - KT said that he was not in favor of committing to OPEB investments unless an article directing the PC to proceed is approved at the annual District meeting. The other PC members concurred.
 - KT asked that MW contact Mark Beauregard to develop an article for the annual meeting.
- Update on obtaining a third party to input lost data due to hack
 - MW has only been able to contact one of the two consultants recommended by Tom Scanlon Associates. MW has called the other individual, “Eric”, leaving messages and he has responded leaving messages but no discussions have ensued.
 - MIW wants to get moving on the project. He asked if we could go ahead with the one individual that has responded, with an estimate of \$6,750 to complete the project at an hourly rate of \$75.
 - KS and RA said that procurement laws require three quotes.
 - KT asked if the quotes are required for professional services. KS and RA said yes, if it is possible to obtain them.

- RA said that KS, MIW and himself could all procure. MW said that she was not on the list as qualified to procure.
- MIW asked MW to leave another telephone message for the individual "Eric" that has not responded. The message was to ask yes or no if Eric if he had any interest in quoting his services, and if so, what was his hourly rate for his services. Also, was 10 hours of effort for each of 9 quarters of financials was a reasonable estimate.
- Finalize FY2020 Budget
 - KT asked KS for a summary of the differences in KS's initial estimate vs the new, lower budget estimate.
 - KS explained that his original budget counted ambulance stipends twice, and the correction was to eliminate the doubling up of stipends. The net difference was about \$39,000.
 - MW said she had changed the ambulance numbers, but she has not changed any other budget numbers.
 - MW said she added funds back to line 3 because of the reduction in KS number. KT said that KS budget went down because he estimated too much, so no other adjustments were needed.
 - KT asked RA for clarification.
 - RA said that what he just heard KS say was that he had put in was a wage difference, which should have no effect on the fire number (line 3 of the budget.)
 - General discussion proceeded on what the corrected budget should be.
 - KT calculated the actual reduction in the ambulance budget should be \$39,001.
 - KT identified another change in the ambulance fund, H88, of \$999, and asked how that happened.
 - KT asked that MW go back and meet with RA to confirm the numbers in the budget.
 - MW asked what to do with the OPEB fund. MW has on line 78 \$90k for the ambulance contribution and \$35k from taxation.
 - KT recommended we raise the taxation by \$40k, from \$35k to \$75k for a total of \$165k.
 - KT questioned the ambulance stipends on the detail sheet from KS. The stipends line states, "includes new paramedic and chief."
 - KS responded that in the past he didn't think he had the Chief's. KS said that there was a question as to whether he (the Chief) got one, KS wasn't sure so he put it in there. KS said it was \$3,000.
 - KT said that we never voted on a stipend for the chief. That would have to be voted by the PC.
 - KS says he has three people in medic school, so if they qualify, he needs the funds to be in the budget.
 - MIW asked for clarification. KT explained the ambulance budget language, and that KS has included funds for a stipend for the Chief in the budget, but that it had never been voted.
 - KT said that all the budget numbers should be corrected and voted on at the next meeting.
 - KT said MW was going to doublecheck the numbers with RA, the changes would reflect the \$39k reduction for the ambulance budget and the \$3k reduction for the stipend that had not been voted by the PC. The OPEB fund would be \$165k, \$90k from the ambulance fund and \$75k from taxation.
 - KT recommended that free cash be used to adjust the increase in taxation of \$70,000 from the FY 2019 taxation budget. The PC concurred.

- MW agreed that February 27th would be okay for final approval.
- Confirmation of agenda items for future meetings and next meeting date
 - Next meeting date is February 27, 2019, 6:30 p.m. at Fire headquarters.
 - On the agenda for the next meeting will be the Bartholomew presentation.
- Motion to adjourn
 - KT moved to adjourn, seconded by BP. 3-0 motion passed. Meeting adjourned 7:00 p.m.

Voted and approved by the Prudential Committee on February 27, 2019.

A true copy, attest:



Kevin E. Taugher, Clerk