

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

Prudential Committee REGULAR Meeting Notes

Meeting Date: May 9, 2019

Location: Fire District Headquarters, 144 Newton Street, South Hadley, MA

This session is being recorded

Call to Order: 6:00 p.m.

ATTENDANCE:	<u>Prudential Committee</u>	<u>Water Commission</u>
	Michael Wozniak	William Schenker
	Bruce Perron	Scott Williams
	Kevin Taugher	Stephanie Wall

Other: Monica Walton, Jennifer Fernandes, Jeff Cyr, Atty. Mark Beauregard

**CALL TO ORDER**

The meeting to order at 6:00 PM

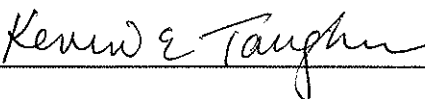
- Signing of warrants authorizing payroll and expense items
- Discussion and vote on replacing Clerk/Treasurer
  - Michael Wozniak asked if anyone know of any potential candidates for the Interim Clerk/Treasurer position.
  - William Schenker said that if Kari Scytkowski would be interested in the position, he would nominate her for the position. Ms. Scytkowski noted she feels she is not qualified to do the Treasurer/Clerk job.
  - Michael Wozniak spoke about getting a by-law change to replace the Clerk/Treasurer position from an elected to appointed position.
  - Attorney Beauregard stated the District has the right to do that by changing the by-laws, but it must be voted by the people. Mr. Beauregard suggested posting the by-law change with plenty of time for the public to review and then hold a special meeting and hold a ballot vote.
  - Michael J. Wozniak read correspondence from the District Auditor Tom Scanlon, stating he would come to the District before Monica leaves to see that things are in order. Scanlon also noted that Barbara Miller from Fire District 2 would be willing to assist a few hours on Fridays.
  - Michael J. Wozniak stated he has put together an ad for the newspaper.
  - Bruce H. Perron said that if anyone in house would be interested in the position of Clerk/Treasurer they would be considered.

- Attorney Beauregard suggested that in the interim until a permanent Treasurer/Clerk is found the District should alert a Temp Agency, or online job posting sites and to consider using one of them.
  - Monica Walton stated that she could post the job on the Mass Municipal Treasurers website and could call the temp agency and give them the job description. Monica stated that Kari Scytkowski currently works 5 hours doing payroll, processing bill warrants and sometimes she reconciles the bank statements monthly. Monica noted Kari could still be able to perform those tasks weekly, but the District could compensate her for additional, occasional overtime if she exceeds her five regular time hours.
  - Monica noted that she would be able to stay until June 7<sup>th</sup>, and possibly June 14<sup>th</sup> if the Board would like her to do so. Monica also noted that the hard part of finding a new Treasurer/Clerk's is going to be finding someone who is well versed on the Municipal Laws the job requires as well as being bonded.
  - Kevin Taugher asked Monica if she would outline her job responsibilities for the next three months as we are coming to the end of the fiscal year. Mr. Taugher noted that if we got a Temp person from an agency and Kari did payroll and warrants then Barbara Miller from District 2 and Auditor, Tom Scanlon can oversee and assist where needed.
  - Michael Wozniak will contact the Town's Administrator, Mike Sullivan to see if he knows of anyone who could or would be interested in the job.
  - Bruce H. Perron recognized a potential candidate Megan Bagg who had just learned of the job opening and came to the meeting with her resume. Ms. Bagg noted she has considerable financial and managerial experience and would be willing to learn the Municipal Law part of the job.
- MOTION TO ADJOURN: Kevin Taugher moved, and Mike Wozniak seconded. 3-0 in favor

Meeting adjourned at 7:15 p.m.

- Voted and approved by the Prudential Committee on September 12, 2019.

A true copy, attest:

  
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Kevin E. Taugher, Clerk