

**BARNSTABLE FIRE DISTRICT
1841 PHINNEY'S LANE
BARNSTABLE, MA 02630**

PRUDENTIAL COMMITTEE MEETING FEBRUARY 11, 2025

The meeting was called to order at 4:00 PM by Prudential Committee Chairperson William Jones at the Water Department Office, 1841 Phinney's Lane, Barnstable. Also, in attendance were Prudential Committee members Peter Eastman and Andrew Miller, Water Commissioner Dave Mason, Water Superintendent Sean Anderson, Chief Christopher Beal, Deputy Fire Chief Kevin Brailey, Treasurer Rick Buffington and Clerk Charles Eager.

Motion made, seconded and passed unanimously to accept the minutes as written.

Water:

- The Water Department is under budget for FY 2025, 51% spent over 58% of the year.
- Received another installment of Grant money for the Treatment Plant in the amount of \$609,954.56, with \$225,854 remaining.
- Superintendent completed and submitted the Tier 2 chemical reporting for 2024.
- There were a couple of water main breaks recently.
- Superintendent started working on our Annual Stat Report for the DEP. It is due at the end of March.
- Biszko Building Systems, Inc. and their subs have been working on process piping, instrumentation and electrical work.
- Maher Servicers to start working on Well 5, February 18th. The well will be down 3-4 weeks. The work being done includes pulling the pump and column, well redevelopment, and installing new pump and column.
- Superintendent spoke with Mark Jackson from New Development about Wilkens II today. He had a question about adequate fire flow for phase II. Superintendent doesn't see any problem with the flow, but they will still have to do fire flow testing as part of the new project. He also asked if the District would be charging service connect fees on top of the Water Balance Program mitigation fees? The Superintendent said that it would be up to the Board of Water Commissioners.

Fire:

- Fire Department is on budget for FY 2025. 60% spent over 62% of the year.
- Calendar year 2024 ended with 1,876 tuns. Department is on track to be well over 2,100 calls in calendar year 2025.
- No update on the Regional Emergency Communication Center Grant.
- The Fire Department applied for the Massachusetts State Equipment Grant. The Department was awarded \$12,368,92 for various PPE items for the members as well as portable radio batteries.

- The new Engine 205 preconstruction will start in June 2025. December 2025 is the anticipated delivery date. The Chief said his guess the delivery will be later than the estimated date.
- FF/EMT Andrew Riley is scheduled to graduate on February 14, 2025.
- The use of the Mary Pat Flynn Conference Room for the District's Annual Meeting on May 14th, 2025, has been confirmed by the County.
- St. Mary's Church has granted the District its meeting room space on April 29th, 2025 from 6 PM – 10 PM for a Warrant night.
- The Chief requested the Prudential Committee write-off of \$162,592.15 for uncollectible ambulance billing. To come up with the amount the Fire Chief coordinated with the Treasurer. **Motion made to write off Ambulance Billings in the amount of \$162,592.15. The motion was seconded and passed unanimously.**
- The Chief said he went to the meeting last night on Wilken's II project. He said the only thing they were looking for is a secondary access to the building. They will be putting in a secondary access which will be gated off for the Fire Department.

Treasurer:

- The Treasurer is on track to finish FY 2025 under budget.
- The January cashbook has been reconciled to the bank and general ledger with no variances.
- The audit draft should be ready in a week or so.
- The Treasurer amended his operating budget to include an extra \$4,000 for the cost of audit services. It is required when you receive over \$750,000 in federal funding. You must have what is called a single audit for the Water Treatment Fund.
- The System Improvement Account has increased from \$235,000 to \$368,000 since allocating 7% of water rate revenues to the fund. The increase to 10% allocation will start in July.
- The FY2024 audit is complete. Documents for the Annual Report have been sent to the Clerk.
- The Treasurer reported the Financial Adviser is all set for the Warrant Night and Annual District Meeting.

Clerk:

- Reminder all Department Annual Reports are due at the March Meeting.

Prudential:

- The Building Committee working with the Architect and the Fire Department has worked on:
 - Check estimates on the project have been received.
 - OPM went over the budget for the new station.
 - OPM said they are working with our state legislators to allow us to put a conservation restriction on some state land to reduce the cost of the Article 97 land. We would just pay for the restriction.
 - CM at Rick responses were received on January 28th. Both the Selection and Building Committees recommend selecting W T Rich Company. **A motion was made by Peter Eastman per the recommendation of the Building Committee by vote taken at its meeting on February 6, 2025, I move the Prudential Committee approved the Design Development Budget as presented by the OPM and future approved that the**

Construction Document Phase of work continue. Motion was seconded and passed unanimously.

- There was discussion on how to pay the CMAR during the period prior to the next fiscal year. The OPM said he has \$96,600 left from last year's appropriation, but he wants to use some of it which will leave about 47,000. The OPM said CMAR is willing to put off payment until July. It was estimated that the CMAR will need about \$20,000 a month. Chairman Jones expressed his opinion that we can't proceed without funding in place which the Treasurer and Clerk agreed with. Then they started looking what projects OPM wants to do this fiscal year, From the four projects listed it was decided the Traffic Light Engineering could be put off. Chairman Jones said let put everything on hold except the legal review. The review could come out of the Prudential Legal Budget. The Chief asked if the hazard waste survey could come out of his budget if he had the money. **Peter Eastman made a motion that the Prudential Committee accept the recommendation of the Building Committee by vote taken at its meeting on February 6, 2025 and direct the OPM to engage with W T Rich Company as Construction Manager at Risk (CMAR) for the project. This is to negotiate a Preconstruction Management Agreement with the CMAR for the preconstruction phase and then negotiate with the CMAR for a Guaranteed Maximum Price Agreement at the appropriate time. Both agreements to be signed by the Prudential Committee as appropriate. It is understood by the Committee that if the voters at the Annual District Meeting turn down the funding request the CMAR will be paid from the remaining funds of Article 18 of fiscal year 2024. The motion was seconded and passed unanimously.**
 - 60% of the construction documents have been received
 - Chairman Jones announced that nomination papers were available.
 - Chairman Jones let everyone know as soon as possible after the March meeting is complete meeting need to be set to review each departments' budgets.
 - The OPM told the Prudential Committee the \$1,200,000 was included in the \$35,000,000 requested for the station.

Motion made, seconded and passed unanimously to adjourn the meeting.

Next Meeting is March 11, 2025.

Final Operational Budget and Annual Reports due at March's Meeting

Meeting with Moderator and District Counsel at April's Meeting

Warrant Night April 29, 2025

Annual Meeting – May 14, 2025