

# WAREHAM FIRE DISTRICT

## PRUDENTIAL COMMITTEE

JUNE 4, 2020

**MINUTES**

**5:30 PM**

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Members: George Barrett, Ken Baptiste, Dean Decas, Rick England (remote), Ron Enos (remote)

Non Members: Wendy Lemieux, Andrew Reid, Erica O'Connor, Hart Insurance, Mark Santos, Hart Insurance, Chief Rowley (remote)

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5:30 Meeting called to Order (George)

- George asked if anyone was recording? No

5:35 Hart Insurance FY21 Insurance Renewal Presentation

- Mark Santos of Hart Insurance discussed the District's Insurance Renewals for FY21
- Discussion regarding adding Call Firefighters to the Cancer Insurance Plan offered by VFIS. Motion by Dean to add the Call Force to the Cancer Plan, second by Ron (5-0-0)

6:05 Jay Tamagini, Chairman of Board of Water Commissioners, joined the Meeting

6:10 Mark Santos and Erica O'Connor left the Meeting

6:12 Correspondence:

- Invoice from Robert Short, Constable in the amount of \$35.00 for the Posting Notice of Recess and Continuance of District Meeting – Motion to pay by Ron, second by Dean (5-0-0)
- Invoice from Gateway Printing for printing the Warrants for District Meeting in the amount of \$290.00 – Motion to pay by Ron, second by Dean (5-0-0)
- Purchase Order for Northeast Rescue Systems for the purchase of 5 sets of Turnout Gear in the amount of \$13,990.00 – Motion to approve by Ron, second by Dean (5-0-0)

- Purchase Order for Motorola Solutions, Inc. for the purchase of GTR 8000 Base Radio in the amount of \$12,138.30 – Motion to approve by Ron, second by Dean (5-0-0)
- Purchase Order for CyberComm Inc. for the purchase an installation of an antenna at the Bourne Hill Win the amount of \$4,040.00 – Motion to approve by Ron, second by Dean (5-0-0)

6:15 Treasurer's Report

- See Attachment "A"

6:25 Chief's Report

- See Attached Exhibit "B"

6:30 Water Superintendent Report

- Discussed membership for Ring Central
- Discussed Natural Gas Bids – See Attached Exhibit "C"
- Motion to accept Bid Price from SSES Energy Company for Natural Gas for District Headquarters, Main Street and Fire Buildings made by Rick, Second by Ron (5-0-0)
- Discussed inquiries to Personnel and contamination issues
- Discussed Tank Maintenance Program

7:20 Motion to Adjourn by Ron, second by Dean (5-0-0)

Minutes:

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VOTE DATE: 10/15/20

APPROVE: 4

DISAPPROVE: 0

ABSTAIN: 1

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Chairman *Ray T. Beards*

Clerk *W. Dean*

6/4/2020  
Attachment "A"

Prudential Committee Meeting 06/04/2020

## Treasurer's Report

Amendment to Second Declaration of Recess and Continuance Issued June 1, 2020 amending the location of District Meeting from the High School Auditorium to the High School front parking lot (see attached)

Amendment to the Second Declaration of Recess and Continuance posted to District Web-site and posted in 7 areas throughout the District by Constable Robert Short.

Property Use Form Submitted to Principal Scott Palladino for use of Wareham High School front Parking Lot on June 10, 2020 to conduct the business of the Annual District Meeting

Police Details arranged for District Meeting and District Election

Sought guidance from both Margaret Ishihara, District Counsel, and Claire Smith, Town Moderator, regarding the use of a Consent Agenda at the upcoming District Meeting.

Prepared proposed Consent Agenda for Prudential Committee review (See Attached)

Packets will be handed out at District Meeting once Voters are checked in the Packet will include:

- ADM April 13, 2020 Warrant
- 112<sup>th</sup> Annual Report for Fiscal Year Ended June 30, 2019
- Guidelines for the 2020 District Meeting (See Attached)
- Memo from the Fire Chief to Fire Dept. staff explaining why Fire Department Articles are being retracted (See Attached)
- Green and Red Voting Cards
- Consent Agenda

Plans for District Election on June 20<sup>th</sup> are underway. I am proposing that the Election be held outside in a "Drive Up" fashion with three stations. At the first station the Voter(s) would be checked in and be handed a Ballot and golf pencil to mark the ballot. The second station the Voter(s) would be checked out and the third station would be the ballot box. The Fire Chief has indicated that the Fire Department has Pop-Up Tents that would be available for use at the Election.

**FIRST AMENDMENT AND RENEWAL OF THE  
SECOND DECLARATION OF RECESS AND CONTINUANCE  
OF  
WAREHAM FIRE DISTRICT 2020 ANNUAL DISTRICT MEETING**

I, Wendy A. Lemieux, District Clerk acting as the District Moderator of the Wareham Fire District hereby amend and renew the Second Declaration of Recess and Continuance of the April 13, 2020 Annual District Meeting which was issued by me on May 1, 2020 as follows:

1. The aforesaid Declaration is hereby amended and renewed by changing the location of the District Meeting from the Wareham High School Auditorium to the Wareham High School front Parking Lot.
2. All other terms and conditions of the aforesaid Declaration, except as modified herein, are hereby affirmed and adopted and considered to be a part of this First Amendment and Renewal.
3. This First Amendment and Renewal of the aforesaid Declaration will be deemed to be issued and take effect on Wednesday, June 10, 2020 the scheduled date of the recessed and continued Annual District Meeting.

June 1, 2020

Wendy A. Lemieux  
District Clerk Acting as District Moderator

**Consent Agenda:** Articles on the Consent Agenda are exceptions to the general process of District Meeting. The Prudential Committee, Water Commissioner's, and Department Heads in consultation with District Counsel, and the Moderator may, identify those articles they feel should generate no controversy and can be properly voted without debate. These articles are put on the Consent Agenda to allow motions under these articles to be acted upon as one unit and to be voted on without debate.

At the call of the Consent Agenda, the Moderator will read out the numbers of the articles, one by one. If one or more voters object to any particular article being included in the Consent Agenda, they say "Hold" in a loud voice when the number is called. For tonight's purposes we will ask that you honk the horn of your vehicle rather than yell hold. The Moderator will acknowledge the Article that was "Held" and it will then be removed automatically from the Consent Agenda and restored to its original place in the warrant, to be debated and voted upon in the usual manner.

The Consent Agenda will be taken up as the first order of business following the Moderator's Opening Remarks

# ***Consent Agenda***

## **Pass Over the Following**

**Article 7** – Designer Selection Law

**Article 8** – Wareham Fire District By-Law Amendment

**Article 9** – New Command Vehicle

**Article 10** – Diesel Tanks and Fuel Pumps Replacement

**Article 11** – Structural PPE

**Article 12** – Station 1 Retaining Wall Removal and Replacement

**Article 13** – Mobile Radio Replacement

**Article 14** – Radio Receiver and Dispatch Console Upgrades

**Article 18** – Microwave Radio Communication

**Article 19** – Vehicle Replacement

**Article 20** – Long Term Distribution Tank Maintenance Contract

**Article 21** – Appropriation of the First Phase of Long Term Distribution Tank Contact

Welcome to the 2020 Wareham Fire District Annual Meeting.

Due to the unusual circumstances regarding COVID-19, tonight's district meeting will have a few procedures that are slightly different than in previous years. We appreciate your patience and understanding as we gather tonight. The following guidelines have been in place to help the meeting run efficiently.

- Please unroll your windows (if weather permits) and stay in your vehicle to maintain social distancing.
- Within this packet of information, you have been provided with red and green voting cards. The green card designates a yes vote, the red card a no vote. At the Moderators directive please hold the appropriate card high out the vehicle window.
- The Moderator will be able to determine some of the voting results by simply looking at the colored cards and seeing a clear majority. In other cases, votes may need to be counted. If a vote needs to be counted, please hold the colored card outside your vehicle until the person counting has given you a signal that they have seen you.
- During the meeting, if you would like to speak or ask questions, please honk the horn on your vehicle. The Moderator will acknowledge that he has heard your request and will ask that you step out of your car and stand next to it. A microphone will be brought to you. The microphone will be disinfected after each speaker.
- The District's election of officers will be held on Saturday, June 20, 2020 from 10 a.m. to 4 p.m. at 2550 Cranberry Highway, Wareham. The election will be drive through style to ensure the safety of all participants. When you arrive to vote, please look for signs directing you to check-in.

Thank you for joining us this evening. Please drive safely as you exit the parking lot.



## Wareham Fire Department Memo

To: All Personnel  
From: Chief Matthew L. Rowley  
CC: A/C Kelley, A/C Haskell, Duty Captains, Fire Prevention, Dispatch, Stations 1,2,3 and  
Mechanic  
Date: May 28<sup>th</sup>, 2020  
RE: District Meeting and Proposed Articles

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To All Personnel,

As you all may be aware, the District Meeting had to be postponed twice due to the Covid-19 pandemic.

The Clerk / Treasurer has secured Wednesday, June 10<sup>th</sup>, 2020 at 1900hrs for the District Meeting. The meeting will be held in the front parking lot of the High School. Voters will stay in their vehicles for the meeting, so, social distancing can be observed.

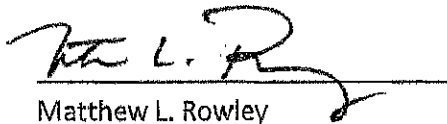
With this Covid-19 pandemic, there is much uncertainty on what the future holds and how it will impact this Fire Department and its operation.

It is with these concerns in mind, that a decision was made to retract all articles presented by the Fire Department this year and focus solely on the budget. The exception is the Assistance to Firefighters Grant article, which is asking for permission to borrow funds if the Fire Department is awarded the grant.

All of the Articles that were presented are true needs of this Department. I will not say there won't be some type of negative impact with this decision but committing these available funds at this time of uncertainty, I believe would be irresponsible.

The well being of all of you is my greatest concern and worry. We will all get through these troubling times together and in turn it will make us a better and stronger department for the community we serve.

With the Utmost Respect,



Matthew L. Rowley  
Chief, Wareham Fire Department

6/4/2020  
Attachment "B"

Chief's Report for June 4<sup>th</sup>, 2020

Thursday, May 21<sup>st</sup>

- Town 10am Conference Call, 183 Covid-19 cases, 14 deaths
- Fire Prevention Grant was submitted to FEMA for \$14,000
- I was notified by a member of the Department that his wife had tested positive for Covid-19 and that he was going to get tested as well as another member who also was a direct contact.

Friday, May 22<sup>nd</sup>

- The member of the Department stated that he had tested positive for Covid-19 and was in quarantine. The other direct contact Department member had tested negative and would self-isolate.

Saturday, May 23<sup>rd</sup>

- 5 Department members who had direct contact with the Department member who tested positive for Covid-19 went and got tested and were placed in quarantine until the test results were received

Monday, May 25<sup>th</sup>

- Memorial Day!
- Structure Fire at 10 Parker Drive, two minor civilian injuries, all Department Members did an amazing job.

Tuesday, May 26<sup>th</sup>

- All 5 Department personnel in quarantine received negative test results for Covid-19 and were allowed back to work.

Wednesday, May 27<sup>th</sup>

- Received the AM Radio transmitter and associated equipment for use at District meeting... there was a reason it was only \$164 bucks. Went to plan B and contacted Steve Ruiz for assistance with District Meeting.
- Mr. Ruiz stated he would assist us with a P.A. system for the meeting.
- Issued Memo to Department personnel, informing them of the changes at District meeting and why the decision was made to withdraw the articles that the Fire Department submitted.
- Working Brush Fire, Lisa Lane (White Island), ¾ acre all personnel did a fantastic job

Thursday, May 28<sup>th</sup>

- Received the ISO (Insurance Services Office) report for the Wareham Fire District and I'm happy to report we went from a 3.9 classification to a 2.2 classification. I believe a lot of the difference came from the records that Andy Reid produced for the Water system, so, many thanks to him and our reporting system as well.
- Began work on the proposed idea for holding District meeting at the High School parking lot.
- Recruit Call Firefighter Nathan Giron informed me that he would be leaving the Department and enlisting in the Army as of July 13<sup>th</sup>. I want to wish Nathan the best in his new adventure.

Friday, May 29<sup>th</sup>

- Town 10am Conference Call, 193 confirmed Covid-19 cases and 17 deaths
- P.O.'s were put together for a Channel 1 upgrade for Thatcher Lane and also a new antenna for Bourne Hill.
- Proposed Action Plan for District Meeting was completed and sent out for review.

Sunday, May 31<sup>st</sup>

- Requested parades for Birthdays or Covid-19 patients or Health Care worker recognition were discontinued

Monday, June 1<sup>st</sup>

- Town 10am Conference Call, 193 confirmed Covid-19 cases and 17 deaths
- Pop up tents (3) were order for District meeting and will have (5) available for District elections.
- Harbor Master stated he would be able to provide his trailer for District Meeting
- FF Brundage will be obtaining stairs for use with the trailers for District Meeting.

Tuesday, June 2<sup>nd</sup>

- Town 10am Conference Call, 195 confirmed Covid-19 cases, 17 deaths.
- During the Town Conference call, Wareham Police advised of a Vigil to held at the High School track for "Black Lives Matter" and also a Protest March that will be Saturday, June 6<sup>th</sup> starting at Onset Beach and going to the Police Station. The Police Chief strongly advised to have a plan in place.
- An Incident Action Plan (IAP) was developed and distributed to the Department for review in preparation for the Black Lives Matter protest march on Saturday, June 6<sup>th</sup>.
- Meeting with Steve Ruiz and he stated he will have a full P.A. system with multiple microphones available for District Meeting.

Wednesday, June 3<sup>rd</sup>

- Town 10am Conference Call, 197 confirmed Covid-19 cases and 18 deaths
- MEMA has assigned us a Project Coordinator for the Cov-19 disaster reimbursement, meeting via conference call tentative for next Thursday, June 11<sup>th</sup>.
- Public Safety meeting was held at the Town hall regarding the BLM protest march.

Thursday, June 4<sup>th</sup>

- I am recalling the Department on Saturday, June 6<sup>th</sup> beginning at 530pm in preparation for the Black Lives Matter protest march that will begin in Onset at 6pm.

6/4/2020  
Attachment C 11



Single Source Energy Solutions

## Bid Day Pricing

**To:** Wareham Fire District  
**From:** Single Source Energy Solutions  
**Re:** Gas Bids  
**Date:** June 4, 2020

This morning, we received pricing for gas supply, which is summarized below. The prices in Tables 1, 2 3 and 4 are for service to begin on the December 2020 meter read:

**Table 1 –Fixed Price Bid in cents per therm (0% usage Variance)**

Supplier	6 month	11 month	18 month	23 month	30 month	35 month
Sprague	\$0.4800	\$0.6450	\$0.5420	\$0.6150	\$0.5490	\$0.5930

**Table 2 –Fixed Price Bid in cents per therm (10% usage Variance)**

Supplier	6 month	11month	18 month	23 month	30 month	35 month
Sprague	\$0.5050	\$0.6700	\$0.5670	\$0.6400	\$0.5740	\$0.6180

**Table 3 –Fixed Price Bid in cents per therm (25% usage Variance)**

Supplier	6 month	11 month	18 month	23 month	30 month	35 month
Direct Energy	No Bid	\$0.7410	\$0.6230	\$0.7041	\$0.6334	\$0.6847
Sprague	\$0.5150	\$0.6800	\$0.5770	\$0.6500	\$0.5840	\$0.6280

**Table 4 –Fixed Price Bid in cents per therm (100% usage Variance)**

Supplier	6 month	11 month	18 month	23 month	30 month	35 month
Constellation	\$0.6350	\$0.7773	\$0.6963	\$0.7572	\$0.7077	\$0.7276
Sprague	\$0.5250	\$0.6900	\$0.5870	\$0.6600	\$0.5940	\$0.6380
UGI Energy Services	\$0.7089	\$0.8728	\$0.7762	\$0.8615	\$0.8078	No Bid

Wareham Fire District is currently paying \$0.6200/Therm through the December 2020 meter read date.

We recommend the 30 - month price of \$0.5940/Therm from Sprague.