

Prudential Committee
Freedom Hall
DRAFT Minutes
June 24, 2019
5:30 p.m.

Call to order

Public recording-Amy Kates

Prudential Committee: Ray Pirrone-Treasurer, Lisa Mycock-Kelly, Fran Parks, Silvio Genao, Charlie Eager-Clerk

Pledge of Allegiance

Audit- Rob Lynch distributed and reviewed the overview for the FY18 audit for the District. Explained the main objective of the audit process is to express opinion on the District's financial statements. The audits are conducting in accordance with the government auditing standards-these standards require them to consider the internal control over reporting as well as test compliance with law and regulations. They don't express an opinion, but will issue a report and assist in preparing the financial statements and present a draft along with work and trial balances and journal entries for review.

Website: Mr. Travers from Barnstable IT discussed services that have assisted the district with over the years and reviewed options for a new contract. Mr. Travers microphone turned off-inaudible. Ms. Parks suggested splitting the cost of contract between all the departments-then Barnstable IT would post audio and maintain/host the site. Mr. Genao agreed as it would be more efficient, though would have to look into the funds. Mr. Pirrone mentioned looking into online payments for water and fire department fees. Mr. Travers responded would include that all into the scope of work and would be able to assist with or subcontract. Mr. Travers will revise option 3 and then it will be ready for signature.

Ms. Gardner OML complaint-discussed and reviewed the complaint, Ms. Gardner's requests, and the response from Attorney Boudreau. Ms. Gardner has not yet received a copy of the response to date and proceeded to ask a few questions to Attorney Boudreau. No comments, Committee will mail the letter to the Attorney General's Office and Ms. Gardner may then decide whether or not to file her complaint.

Appoint Clerk- Ms. Parks asked Mr. Eager if he would like to continue for another year-Mr. Eager agreed. Motion made to appoint Mr. Charles Eager as Clerk of the Cotuit Fire District, seconded, all in favor.

Appoint Chairperson- Mr. Genao made a motion to appoint Lisa Mycock-Kelly as chairperson of the Prudential Committee and explained his reasoning. Seconded, all in favor.

Treasurer-reviewed the revenue situation as of the end of May. Also reviewed water rates, solar credits, ambulance revenue, rentals, and interest in miscellaneous along with expenditures, grants, and appropriations. Mr. Genao read about the use of reserve funds from the Division of Local Services of Mass DOR talking about city, town, district reserves and a guide to financial management for town officials. Mr. Pirrone made a motion that as authorized in Chapter 40 Section 5C of the Mass General law Mr Pirrone recommends that the following transfers from the reserve account be made to the

finance department salaries for \$14,000, the remaining expenses of the Prudential Committee \$2,200, the principal and interest account \$6,700 and the district building and maintenance salaries \$100 for a total of \$23,000. So moved, Seconded, all in favor.

Freedom Hall repairs/Landscape/WIFI Install- discussed handicap door hardware-will buy hardware install next year. Discussed piano donation-motion made to accept the piano donation from the CCOA to provide new piano and remove old existing piano, seconded, all in favor. Ms. Parks requested approval to get estimates to repair/replace gutters-agreed by Committee. Neighbors (the Lapoint's) would like to plant in front of their fence, which is part of District property. Mr. Lapoint reviewed the planting ideas and asked approval. Mr. Genao made a motion to accept the gift of the Lapoint's for plantings and drip irrigation with the understanding that it is on our property and if for some reason it doesn't work out, the District can rip it out without retribution, seconded, all in favor.

Matters not reasonably anticipated by the Chair

Space Needs Committee-next meeting will be either on July 8 or 15 in the evening-to be determined

Minutes-May 13 and June 5 reviewed, motion made to approve both, seconded, all in favor.

Mrs. Mycock-Kelly discussed confusion regarding the new tax withholdings for the paid Family Medical leave act. Spoke with dept of revenue and confirmed that employees of exempt municipalities are also exempt.

Public Comment – Carol Zais asked if there was any consideration to adding community members to the Space Needs Assessment-asked if the Committee would discuss that, asked if would consider going from three to five members of committee due to the previous comments of workload, and asked about audio time commitment. Adam Zais described the process to download the audio. Cynthia Gardner suggested training both full time staff members and discussed transparency.

Motion to adjourn, seconded, all in favor