



COTUIT FIRE DISTRICT POLICY ADVISORY COMMITTEE

Minutes

Cotuit Freedom Hall, 976 Main Street, Cotuit, MA
Wednesday, December 4, 2019 5:30 PM

Call to Order at 5:45 p.m.

Present: Tom Hoppensteadt-Water Department, Adam Zais-Fire Commissioners, Silvio Genao-Prudential

Cynthia Gardner arrived late

No Public Recording

Election of Committee Officers (Chair, Vice-Chair & Clerk): Tom Hoppensteadt nominated Silvio Genao for the Chair, second, all in favor. Tom Hoppensteadt nominated Adam Zais as Vice-Chair, second, all in favor. Adam Zais nominated Tom Hoppensteadt as Clerk, second, all in favor.

Discussion of Potential Topics for Next Meeting: SG would like to write down a couple of topics to discuss at the next meeting, he will also send an email out to the other members so they can brainstorm ideas for the next meeting. AZ feels the district needs a plan-whether it is staffing, or space needs-would like to discuss plans and information shared with residents of the district. SG's initial plan would be to create a document that says this is where we see the district moving forward and this is what we would like to do for the residents of our district and out of that take the ideas AZ mentioned. AZ offered to speak to other districts to see (inaudible) CG stated Cotuit had a (inaudible) AZ offered to research the archives. TH stated we are a very small fire district and feels the biggest problem is we don't collaborate and coordinate with one another. CG stated that the Bylaws say that a member from the Prudential Committee would be representatives of each committee and attend the other committee meetings and take back info discussed to their committee-this got changed in the last 12-13 years. SG said a few things need to be fixed-communication, outreach, maybe monthly meetings amongst the representatives of the committees, and a plan for the district's future. At next meeting SG would like to discuss long term plans and immediate attainable plans. AZ feels sustainability of the district is the flip side of the plan and need to have more workshops and conversations. TH agreed he would like to look at the districts past long-term strategic plan and review other districts plans to see what is available.

Other Topics Not Anticipated by the Chair-NA



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Public Comment-resident (Jim) spoke (inaudible-not near a microphone) TH agreed could prepare reports and proposals prior to meetings for review-and likes the idea of developing a 2,5,10-year plan. CG would like to come up with a way for the three committees to do business and see a bylaw about committee rotation. -SG said it sounds like Capital planning and he agrees each committee should do that. SG summarized what Jim was saying about needing financial policies and he would like certain reports available to the public. No one else had comments.

Adjournment-motion made to adjourn, second, all in favor. Adjournment rescinded to plan next meeting. Comment from public (Jim) inaudible, but AZ said he will read that also. SG would like to meet at least once a month to develop a plan before the district meeting-next meeting was agreed upon -January 7th @ 5:30 p.m.

Motion to adjourn, moved, second, all in favor