

**COTUIT FIRE DISTRICT  
PRUDENTIAL COMMITTEE MEETING  
JUNE 28, 2021**

**Present: Seth Burdick, Ray Pirrone, Charlie Eager, Mark Lynch and Fran Parks**

The meeting was called to order at 6 PM on June 28, 2021 at Freedom Hall and could be seen virtually on the Zoom app.

Fran Parks led the meeting in the Pledge of Allegiance.

The first order of business was to elect the Chair of the committee. There was a request for nominations. Fran Parks was nominated and the nomination was seconded. The Prudential Committee members elected her Chairperson.

Next Ms. Parks asked if Clerk Charles Eager would like to continue his term of office. He agreed to remain in the position.

Next the Cotuit Federated Church put on a presentation by Jennifer Loughran and Peter Rohner of the planned renovation of the Church. They are looking for a September/October ground breaking.

New website design postponed.

The Prudential Committee decide to keep the Zoom meeting going to allow people to listen in and to look at putting a stationary camera up in the balcony to record the meeting.

The Treasurer gave his monthly report. He pointed out an unusually lower real estate tax collection rate. He estimates the collection rate to come in at 85% for the year. The average for the last 4 years has been about 96%. He says it hard to pinpoint the reason but believes at least part is due to the Covid Pandemic.

He said there is no reason to worry about the revenue shortage due to the last summer's dry spell. The water revenue more than made up the tax collection shortage. Its revenue estimated to 35% above projections.

Fire Department revenues estimated to come in above estimate after state reimbursement of \$30,000 for Medicare transports recently received.

In the Other category it is running under budget due to CARES Act funds received.

The Treasurer explains that the Prudential will exceed the salary budget due to the work done on the Covid grant and the refinancing. The Treasurer will be asking the Prudential Committee to transfer \$10,500 from the Reserve Account to cover the shortage.

Fire Department expenses are below projections.

Water Department expenses are also below budgeted amount.

Street lights expenses are also lower due to less maintenance.

The Treasurer explained at the Special District Meeting all short-term debt was eliminated and there will be no renewal cost for the rollover of short-term debt in FY 2022.

Benefits are underbudget.

The Treasurer said that the Encumbrances will run out on June 30, 2021 and any unspent money will go into the General Fund.

The Treasurer requested \$10,500 be transferred to the Finance Department's salary account. Reducing the fund to \$49,500.

Treasurer believes with the strong revenues reported and savings on budget on almost all categories should provide a good Free Cash total.

**Motion made to direct the Treasurer to transfer \$10,500 from the Reserve Fund to Article 4 for the labor and salaries of the Finance Department. Motion seconded and passed unanimously.**

Fran Parks informed Mark Lynch that she contacted the Town of the District's vote to accept the transfer of the school and has he heard anything from the town yet. He reported a meeting was to be set up on July 6, 7 or 8. Ms. Parks also reported that a complaint has been filed with the Attorney General bids office for continuing with Catalyst Architecture & Interiors for the space needs study. Even before including the article on the warrant, it was reviewed by Assistant Attorney General Debra Anderson. Her opinion it was completely fine and reasonable to continue on with the prior space needs project. Seth Burdick asks if anyone have a feel on what the Town going to says? Mark Lynch beliefs the Town is interested in a transaction that would result in the district taking over the property. Property stills needs to be defined. To date they have been dealing with only Dave Anthony. The School Committee is hoping at the July meeting there will be all stakeholder attaining to get to a definitive answer. Even after all this the Town Counsel will need a 2/3 vote to transfer the property.

Seth Burdick discusses the Policy Advisory Committee meeting held earlier in June. Suggestion that there be a Historical Documents Policy for items presented to the committees such as changes to policies, bylaws whether passed or not as long if it made it to a vote. A historical narrative of changes or attempted changes. This policy would be prospective. Also, discussed the recently enacted Public Comment Policy. There was discussion by the prior Prudential Committee to revisit the policy and make

the it more binding and possibly have two public comment periods. **A motion was made by Seth Burdick to amend the Public Comment Policy to say “It is expected public comment be placed on the agendas of all committees and subcommittees of the District at the beginning and end of the meetings. Motion was seconded and passed 2 to 1.”**

The Policy Advisory Committee also preliminary discussion whether it would be appropriate to adopt the restrictions of Proposition 2 ½ and consolidation.

Frans Parks in reading the Policy Advisory minutes wanted to clarify the one of the questions asked. The question wanted to know why in the Moderator’s opening remark he says the District Officials don’t have to answer any questions from the audience? Ms. Parks said the Prudential Committee is a legislative body and can only answer question about the Warrant. Any other questions are not appropriate.

The meeting was then open to public comment. Cynthia Gardner asked the Treasurer about the Water Department Stabilization Fund. The Treasurer replied that the Stabilization Fund transfer for the year was based on the Department collecting all the liability. Any amount of receipts not collected in the previous year would have to be accounted for in the current year. Therefore, reducing the current year transfer. Ms. Gardner asked the Clerk if all required documents for elected officials have filed. The Clerk answered all newly elected officials have submitted their required documents. Ms. Gardner stated since the Prudential Committee would be meeting with another District Committee the Prudential Committee would have post the meeting.

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