

Minutes of Prudential Committee Meeting  
November 7, 2016

Present: David Zamojski, Chairman, Prudential Committee  
Jay DiPucchio, Prudential Committee Member  
John Zellmann, new Fire Chief  
Eileen Tela, District Accountant

Meeting called to order at 5:03 p.m.

Minutes of prior meeting – Minutes were approved for the October 3<sup>rd</sup> meeting, with one minor change.

Invoice warrants – were reviewed and signed by the Prudential Committee.

Military Leave policy – Discussion followed about the draft military policy section relating to insurance coverage for military families, when the employee is on military leave. Eileen checked with our insurance trust, who did not know of anyone else that referenced this. John will check with area chiefs.

Chief's report

New pickup truck is almost ready.

Call Force – John just hired two new members, one of which is returning.

Run report - 124 runs for October, including 71 EMS calls, with 18 transports. Ambulance has been very busy lately, but Greenfield's ambulance was out of service, which accounted for some of it. YTD calls were 1,061 as of October 31<sup>st</sup>, compared to 986 for same time last year.

Quarterly MATRIS (Mass. Ambulance Trip Record Information System) Report – John reviewed report, which summarizes types of calls and includes response times.

New Deputy Chief is Leon Ambo. The two new Firefighters that are attending the Fire Academy will graduate on November 18. The transition to new positions has been going well.

Accountant's Report

FY16 audit field work has been completed. Auditors did note an error in the calculation of the FY16 tax rate, which was \$59,000 lower than what was expected. Eileen noted that we have surplus in the individual budgets to offset this. The FY16 General Govt. budget closed out with a surplus of \$55,000, mainly due to insurance and the Debt Service budget also has a surplus of \$54,000, mainly due to the timing of the USDA refinancing. Fire Dept. has a \$3,000 surplus also.

She suggested that we have a special district meeting when free cash is certified, so that we can set aside funds for a used ambulance from ambulance surplus.

Tax rate meeting for FY17 will be November 21<sup>st</sup> at 1:00 p.m. at the Town Hall.  
Eileen will forward information to Prudential Committee members from Karen Tonelli, Director of Assessing, before this meeting.

Meeting adjourned at 5:45p.m.

Next meeting scheduled for Monday, December 5<sup>th</sup> at 5:00 p.m.