

# CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

## MINUTES OF THE PRUDENTIAL COMMITTEE

WEDNESDAY, JUNE 21, 2023

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**PRESENT:** Carlton B. Crocker, John Lacoste, David Lawler, Prudential Committee; Molly Stevens, Clerk/Treasurer; Alexandra Jackson, Assistant Clerk/Treasurer, Michael Winn, Fire Chief, Craig Crocker; Water Superintendent

**Also Present:** Byron Eldridge, Deputy; Mark McCartin, Dowling & O'Neill;

The meeting convened at 6:01 p.m.

**Public Comment:** None.

**Mark McCartin:** Mark gave an overview of the District's renewal proposals for the insurance policies for the next Fiscal Year. He discussed the commercial package, commercial auto, workers compensation and pollution liability coverages as well as the values of the buildings, vehicles, water towers, etc. that are covered in our policy.

**Carlton Crocker made a motion to approve the minutes of the May 10, 2023 meeting as printed, David Lawler seconded the motion, the motion passed unanimously.**

**Chief Winn:** Chief Winn stated that there are three new hires starting on July 3<sup>rd</sup>, 2023. Jessica Mosher, Abigale Corey and Casey White. The chief stated the department is working on getting them into the Fire Academy for November 20<sup>th</sup>, 2023. The chief stated he has been working with Molly and Alex in the Prudential Office, with only tenp days left in the Fiscal Year, the fire department is on track and on budget. Chief Winn also offered condolences to Craig Whiteley's wife, Nancy, who passed away last week at 74 years of age.

**Craig Crocker:** Craig distributed the latest pumpage report. There was a brief discussion amongst the meeting attendees comparing the pumpage report of June 2023 and June 2022. Craig stated that the water technicians are finishing up meter reading this week and the mail drop for the bi-annual water bills will be June 29<sup>th</sup>, 2023.

**Molly Stevens:** Molly provided updates to the management letter received by the auditors for FY 2022. Molly discussed the avenues she would take to rectify the concerns in the management letter. Molly stated that her and Assistant Treasurer, Alexandra Jackson, attended the Treasurers and Collectors Conference for three days last week, where she hopes to implement some new

practices that were learned at the conference. Molly stated that it is the end of the Fiscal year and she is looking to the employees who have been here to help move it along, but at the same time Molly is making note of where we might have some weaknesses in this process and may have to change in the future. Assistant Treasurer, Alexandra, gave an update on her Procurement education. Alex started her procurement classes in March, and the spring semester is now complete. Alex completed all but half a credit (due to time) and will continue her procurement education in the Fall. Alex has been attending procurement related meetings and visiting with the departments that are in the middle of procuring services and supplies to witness the procedures during her learning process.

**Next meeting: July 12, 2023 at 6:00pm.**

**Public Comment:** None

**David Lawler made a motion to adjourn the meeting at 7:12 p.m. Carlton Crocker seconded the motion. It was a unanimous vote.**

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**Alexandra Jackson, Assistant Clerk/Treasurer**