

**CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT**

**MINUTES OF THE PRUDENTIAL COMMITTEE**

**MONDAY, FEBRUARY 26, 2024**

**PRESENT:** Carlton B. Crocker, David Lawler, Prudential Committee; Molly Stevens, Clerk/Treasurer; Cristin Van Buren Assistant Clerk/Treasurer

The meeting convened at 6:03 PM.

**Public Comment:** None.

**David Lawler made a motion to approve the minutes of the January 3, 2024 meeting as printed, Carlton Crocker seconded the motion, the motion passed unanimously.**

**Molly Stevens:** Molly introduced the new Assistant Clerk/Treasurer, Cristin Van Buren who has begun her training. Molly presented the contracts for the Assistant Clerk/Treasurer and the Clerk/Treasurer.

**David Lawler made a motion to approve the contract for the Assistant Clerk/Treasurer and authorized the chairman to sign the same. So moved. Carlton Crocker seconded the motion. The motion passed unanimously.**

**David Lawler made a motion to approve the contract for Molly Stevens as written and authorized the chairman to sign the same. So moved. Carlton Crocker seconded the motion. The motion passed unanimously.**

Molly presented a draft of a written policy pertaining to the Disposition of Surplus equipment which would allow the District to sell or donate surplus equipment. There was a brief discussion regarding the removal of personal and proprietary information prior to disposing of said equipment.

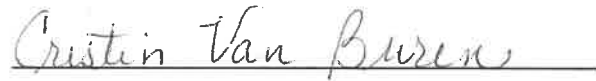
**David Lawler made a motion to adopt the C-O-MM Fire District policy on disposing of surplus property valued under \$10,000.00 with the ability of the Treasurer to amend the document to reflect that reasonable efforts shall be made to erase any District and/or personal data from said machines. So moved. Carlton Crocker seconded the motion. The motion passed unanimously.**

Molly announced that she placed an advertisement in the Cape Cod Times on Sunday, February 18, 2024 with regard to nomination papers being available for the upcoming District Election. They are due to the Town Clerk's office by Friday, March 29, 2024 for verification of signatures and returned to this office by Friday April 12, 2024 to be considered on the ballot. The election is scheduled to take place on May 20, 2024 and our annual meeting is scheduled for Tuesday, May 21, 2024 at 7 pm. She will be emailing the department heads and committee members who have a stake in writing anything with the annual book deadlines.

Date of the next meeting was decided on Wednesday 3/13/2024 and a second meeting to be held on Wednesday 3/27/2024.

**Public Comment:** None

**David Lawler made a motion to adjourn the meeting at 6:10 PM. Carlton Crocker seconded the motion. The motion passed unanimously.**

A handwritten signature in cursive script that reads "Cristin Van Buren". The signature is written in black ink and is positioned above a solid horizontal line.

**Cristin Van Buren, Assistant Clerk/Treasurer**