

CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

MINUTES OF THE PRUDENTIAL COMMITTEE

MONDAY, MAY 10, 2023

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

Also Present: Marybeth Bernard; HR Key Solutions

The meeting convened at 6:00pm

Public Comment: None.

Marybeth Bernard: Marybeth introduced herself as a longtime Municipal Human Resource employee who retired approximately four years ago and has been consulting with entities on their Human Resource Policies and audits. Marybeth presented the scope of the Personnel Code project, discussed at the April 12, 2023 Prudential Committee Meeting. Marybeth stated that she has studied the personnel code that was not propagated previously, the bylaws and all collective bargaining agreements within the District. Marybeth stated she has been on site at COMM headquarters a couple of times to discuss related material for the Personnel Code project. The project is proposed to be completed by June 30, 2023. Marybeth will be meeting with each department supervisor to gather additional information within the next month. There was a discussion amongst the Prudential Meeting attendees regarding the Personnel Code Project.

David Lawler made a motion to approve the minutes of April 12, 2023 meeting as printed. John Lacoste seconded the motion, the motion passed unanimously.

Craig Crocker: Craig distributed the most recent pumpage report. There was a brief discussion comparing previous months' pumpage reports. Craig stated, as the Water Department heads into the last quarter of the Fiscal Year, their budget is on track, and he does not anticipate any issues. Craig stated he is prepared for voting and the Annual District Meeting next week.

Michael Winn: Chief Winn stated the Fire Department is working with Molly Stevens and Alex Jackson, Prudential Department, preparing for voting and Annual District Meeting next week. Chief Winn stated that the Fire Department budget is approximately 80% expended and on track to close out Fiscal Year 2023 in the coming months.

Molly Stevens: Molly distributed the Appropriations and Expenditure Report as of April 30, 2023. The Warrant posting for Annual District Voting and Meeting were hung at the required locations on May 1, 2023. Molly stated she has extra workers in place for the voting this year, as it is a contested race in the Water Department. Absentee ballots are still available through May 12, 2023 at the Prudential Office. Molly is meeting with Chuck Sabatt, District Moderator tomorrow, May 11, 2023. Molly distributed a presentation from Bartholomew Company. Molly met with the Districts representative, Michelle Newcomb, to go over the report for the previous year and get acclimated with the OPEB Trust.

Next meeting: June 21, 2023 at 6:00pm. This Prudential Meeting will be held in person in the meeting hall at C.O.M.M. headquarters.

Public Comment: None

Carlton Crocker made a motion to adjourn the meeting at 6:40 p.m. John A. Lacoste seconded the motion. It was a unanimous vote.

Alexandra Jackson, Assistant Clerk/Treasurer