TOWN OF BARNSTABLE

NOTICE OF MEETINGS OF TOWN DEPARTMENT AND ALL TOWN BOARDS
As Required by Chapter 28 of the Acts of 2009 which amends MGL Chapter 30 A

NAME OF PUBLIC BODY – PRUDENTIAL COMMITTEE WEST BARNSTABLE FIRE DISTRICT

DATE OF MEETING: **February 18, 2026**
TIME: **4:00 P.M.**
PLACE: **West Barnstable Fire Station – Training Room**
2160 Meetinghouse Way (Rte.149), West Barnstable, MA 02668

TOPICS FOR DISCUSSION:

1. Clerk's Report
    a. Approval of Minutes/Correspondence
    b. Discussion of Annual Report Requirements
2. Public Comment – No Deliberation (except emergencies)
3. Treasurer's Report:
    a. FY 2025 Closing/Audit Status
    b. FY 2026 Budget Status
    c. Cash Reconciliations
4. Ambulance Billing/Revenue Report
5. Overtime Report – Review
6. Building Committee Update
7. Disclosure for Deputy Chief Travel Expenses required by CMR 5.08 (2)(d)(1)
8. Review and Approval of MOU Amending Article 12 of the Current CBA
9. Review and Discussion of Non-Union Salaries for District and Fire Department
10. DRAFT FY 2026 Fire District Budget
11. Review & Approval of Warrant for Annual Fire District Meeting
12. Fire Chief Review
13. Fire Chief's Report – (No Prudential Actions)
    a. Personnel Changes
    b. Community Events
    c. Training
14. Deputy Fire Chief's Report – (No Prudential Actions)
    a. Building & Facilities Update
    b. Grant Status Updates
    c. Apparatus Updates
15. Such Other Matters Not Reasonably Anticipated by the Chair

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ELECTRONIC PARTICIPATION NOTICE: **ELECTRONIC PARTICIPATION NOTICE:** This meeting of the WBFD Prudential Committee will not be conducted electronically for remote participation. If you wish to participate, please attend the meeting in person at the address above. For more information, please email District Clerk, Dan Furbush at DFURBUSH@WBFDEMS.ORG

The list of matters, are those reasonably anticipated by the president/chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may in fact be discussed and other items not listed may also be broughtup for discussion to the extent permitted by law. It is possible that if it so votes, the sub-committee may go into executive session.

PERSONS INTERESTED ARE ADVISED THAT IN THE EVENT THAT ANY MATTER TAKEN UP AT THE MEETING THAT REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING WITH PROPER POSTING.

For your information, the section of the M.G.L. that pertains to postings of meetings is as follows: Except in an emergency, in addition to any notice otherwise required by law, a public body shall post notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays and legal holidays. In an emergency, a public body shall post notice as soon as reasonably possible prior to such meeting. Notice shall be printed in a legible, easily understandable format and shall contain: the date, time and place of such meeting and a listing of topics that the chair reasonably anticipates will be discussed at the meeting. For meetings of a local public body, notice shall be filed with the municipal clerk and posted in a manner conspicuously visible to the public at all hours in or on the municipal building in which the clerk's office is located.

WEST BARNSTABLE FIRE DISTRICT

PRUDENTIAL COMMITTEE MEETING MINUTES FEBRUARY 18, 2026

PRESENT: Chief Dave Paanenen; Deputy Chief Brian Morrison; Prudential Committee Members Edward Smith (Chair), Daniel Dewey, and Chris Maki; District Clerk Dan Furbush; District Treasurer Ray Pirrone; Public attendees were Joe Brady and Len Clark

CALL TO ORDER:

Mr. Smith called the meeting of the Prudential Committee to order at 4:00 PM. The Pledge of Allegiance was recited by all present.

CLERK'S REPORT:

The Clerk provided Minutes from the January 21, 2026 Prudential Committee meeting. **Mr. Dewey motioned, Mr. Maki seconded, and it was unanimously voted, in a roll call vote, to approve the minutes of the January 21, 2026 Prudential Committee meeting, as printed.**

The Clerk provided recommended formats for the annual reports to be submitted for the ADM report booklet and asked that all reports be submitted by March 2, 2026.

PUBLIC COMMENT:

There was no public comment.

TREASURER'S REPORT:

Fiscal Year 2025:

The Treasurer informed the Committee that all reports have been filed and approved by the DOR and that free cash for the ensuing fiscal year will be nine hundred forty-three thousand one hundred forty-six dollars ($943,146.). Typically, the free cash will be used to fund article sin the FY2027 budget and to maintain a reserve.

The audit is being completed and has required a negative adjustment to the balance in the General Stabilization account in the amount of forty thousand ($40,000) dollars, reducing the free cash amount to nine hundred three thousand one hundred forty-six dollars ($903,146.).

Fiscal Year 2026:

Overall revenues are in excess of budget target at sixty-six percent (66%) of budget versus the fifty-eight percent (58%) target. Ambulance receipts are at sixty-five percent (66%) of or forty-five thousand dollars ($45,000) above the budget target for January

Expenditures overall are at fifty percent of budget, (50%) much less than the expected fifty percent (58%) of target or four hundred forty-four thousand dollars ($444,000.) under budget.

All cash accounts are reconciled except for the operations account, but the Treasurer said all cash positions are strong.

AMBULANCE BILLING / REVENUE REPORT:

Transports for December totaled 13 trips, all to Cape Cod Hospital. Calls included eleven (11) medical calls, and two (2) motor vehicle accidents with services were provided to thirteen (13) residents with all transports to Cape Cod Hospital. Receipts for the month totaled seventeen thousand nine hundred thirty-seven dollars and twenty-three cents. ($17,937.23.)

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

Overtime report for January showed a slight decrease from December numbers to five hundred sixty-two (562) hours of overtime with the greatest contributors being vacation coverage, training, and emergency calls.

BUILDING COMMITTEE UPDATE:

Chief Paananen informed the Committee that Saccoccio and Associates Architects has completed the documentation of existing conditions, with programming of the renovation development underway. The Chief said the preferred approach for the project is using a single step vote at an annual meeting in order to facilitate a faster completion to the renovations but if necessary, would take a two-year approach to the voters.

DISCLOSURE FOR DEPUTY CHIEF TRAVEL EXPENSES REQUIRED BY CMR 5.08 (2)(D)(1)

The Deputy Chief provided details on his travel expenses for attendance at the Congressional Fire Service Institute Annual Conference, based upon his involvement in the CFSI leadership. The Committee approved the travel costs and signed the required form.

<u>REVIEW AND APPROVAL OF MOU AMENDING ARTICLE 12 OF THE CURRENT CBA</u>

The amendment to Article 12 of the current CBA with the Local 4938 IAFF, had no substantive effect on the agreement as a whole and only amended sections 3, 4, and 5 regarding vacation time. The Committee approved it and signed the MOU.

<u>REVIEW AND DISCUSSION OF NON-UNION SALARIES FOR DISTRICT AND FIRE DEPARTMENT</u>

The Chief indicated to the Committee that he needed input from the Committee to establish non-union salaries for the District and Fire Department. The Committee discussed what has been the historical increase or decreases in the compensation for the included parties and was told that they could vote to do whatever they found appropriate in terms of compensation. District appointees of Treasurer, Accountant. and Clerk were then determined to warrant a three percent (3%) increase for the next fiscal year with no change to the Moderator compensation. **Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, a three percent (3%) increase in salary was approved for the Treasurer, Accountant and Clerk with no change to the Moderator compensation.**

Salaries for the Chief and Deputy Chief were discussed among the Committee members and the Chief, and it was suggested that an increase of 7 percent (7%) was appropriate in comparison to the increases negotiated in the recent CBA. Members Dewey and Maki said that they needed guidance from the Chief, and he responded that he felt a similar increase as the CBA was appropriate and that the seven percent (7%) was generous. Given that feedback, **Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, a five percent (5%) increase in salary was approved for the Chief and Deputy Chief for FY 2027.**

<u>DRAFT FY2027 BUDGET:</u>

The Chief advised the Committee that his expectation is that there will be an increase of ten point nine percent (10.9%) in the Budget for FY2027 and cited the following examples of uncontrollable costs as the greatest contributors to the increase:

- A three percent increase in the County Retirement assessment totaling $120,000 or three percent (3%) of the increase
- A cost increase in county dispatch services from $27,000 to $42,000 or a point four (0.4%) increase in the budget.
- Contract commitments in the new CBA of one hundred sixty-six thousand six hundred ninety-three dollars ($166,693) or four point four percent (4.4%) increase

Controllable budget items have lent only a three point one percent (3.1%) to the budget.

He then detailed the use of available free cash for funding in the budget and reducing the requirement to raise and fund the items while continuing to add to the stabilization funds for future requirements. Saying he thought the budget was not yet finalized, he asked the Committee to schedule a meeting for the next week in order to review and approve the budget and articles in the ADM warrant upon finalization. The Clerk suggested a meeting be held on February 25, 2026 to do so and the Committee agreed.

REVIEW & APPROVAL OF WARRANT FOR ANNUAL FIRE DISTRICT MEETING:

As the budget was yet to be finalized, the warrant is not finalized as well. It was agreed to meet on February 25th to review and approve the final budget and corresponding warrant as mentioned.

FIRE CHIEF ANNUAL REVIEW:

The Clerk advised the Committee that he had still received only two responses to the review document sent to Committee members for their input. He presented a summary of the received reviews and the Committee indicated that they would prefer responses from all members before approving the Fire Chief's review.

FIRE CHIEF'S REPORT:

The Chief informed the Committee that he created a second part-time shift for Saturday, Sunday and Monday from 8:00 AM to 4:00 PM, based on assuring adequate staffing levels during the department's busiest times and making staffing consistent for all days of the week. Mr. Dewey asked if there are any implications for additional overtime by doing so and the Chief responded that there are none.

Trainees who recently took the Firefirefighter I and Firefighter II non-fire practical exams are attending training at the Bridgewater training center.

Scheduled event participation includes CPR training at the YMCA on February 28th and 29th and the Heart Saver CPR class at the Whelden Memorial Library on March 22nd. A community education class on home preparedness is scheduled for March 22nd.

DEPUTY FIRE CHIEF'S REPORT :

Deputy Chief Morrison said that there are no current updates for building and facilities.

A DFS grant was submitted on February 10, 2026 for $12,236 to include a gear dryer, four SCBA masks, and two struts.

Apparatus updates include a repair to the siren on the ambulance. The stretcher screen on the ambulance is out of order and a loaner employed until repairs were made on February 5th. Also, a headlight was replaced on February 16th. Car 2 needs new sparkplugs and Tanker 1 has a check engine light issue. Air trailer 913 was repaired by IPS with a new switch, pressure gauge, and separator cannister replaced om February 12th. Engine 1 mirrors were replaced on February 13th to repair a crack.

Tanker 2 lost a radiator cap which was replaced. Finally, a shock absorber was ordered for the front compartment of Engine 1 and a cabinet repaired.

LEASE PROPOSAL RECEIVED BY DEPARTMENT:

The Chief told the Committee that he had received a proposal from Vertical Bridge to lease space outside of the station. He advised the Committee on the terms of the offer and said he would refuse the proposal as the space may be needed during the station renovation. He asked the Committee to approve the refusal. **Mr. Smith motioned, Mr. Dewey seconded and in a roll call vote, the Chief's decision to refuse the lease proposal was approved.**

There being no further business to conduct, **Mr. Maki motioned, Mr. Smith seconded and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 5:27 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from January 21, 2026 Meeting

Treasurer's Report for January, 2026

Ambulance Activity and Receipts Report

Overtime Report for January, 2026

Budget Draft FY27

MOU with Local 4938 IFAA

Travel Disclosure Costs for Deputy Chief

Respectfully submitted,

Daniel R. Furbush

Daniel R. Furbush, District Clerk