

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: July 16, 2025

TIME: 4:00 P.M.

PLACE: West Barnstable Fire Station –Training Room
2160 Meetinghouse Way (Rte.149), West Barnstable, MA 02668

Original Agenda Posted On July 7, 2025 at 11:26 AM

Revision: Revised for additional agenda item

TOPICS FOR DISCUSSION:

1. Clerk's Report
 - a. Swearing In of Elected Officials
 - b. Approval of Minutes/Correspondence
 - c. Board Reorganization (Board Elects Chair)
2. Public Comment – No Deliberation (except emergencies)
3. Treasurer's Report:
 - a. FY 2025 Budget Status
 - b. FY 2026 Budget Start
 - c. Cash Reconciliations
 - d. Rollover of BAN – Borrowing
4. Disclosure for Deputy Chief Travel Expenses required by 930 CMR 5.08(2)(d)(1)
5. Ambulance Billing/Revenue Report
6. Review Overtime Report & Sick/Vacation Leave Report
7. Fire Chief's Report (No Prudential Actions):
 - a. Personnel Changes
 - b. Community Events
 - c. Building Addition Status Update
 - d. Building Addition Working Group
 - e. ASHER Meeting
 - f. Activity Update
8. Deputy Fire Chief's Report (No Prudential Actions):
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
9. Such Other Matters Not Reasonably Anticipated by the Chair

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

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WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING MINUTES JULY 16, 2025

PRESENT: Chief Dave Paanenen; Deputy Chief Brian Morrison; Prudential Committee Members Daniel Dewey, Edward Smith, and Chris Maki; District Clerk Dan Furbush; District Treasurer Ray Pirrone; Austin Moloney attended as a member of the public

CALL TO ORDER:

Mr. Smith, acting as temporary Chair, 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:

First order of business for the new fiscal year was to swear in new Committee Member Daniel Dewey and that was completed.

The Clerk provided Minutes from the June 18, 2025 Prudential Committee meeting. **Mr. Smith motioned, Mr. Maki seconded, and it was unanimously voted, in a roll call vote, to approve the minutes of the June 18, 2025 Prudential Committee meeting, as printed.**

A reorganization of the Board requiring the election of a new Chair was discussed among all members. **Mr. Maki then motioned, Mr. Dewey seconded and in a roll call vote, the election of Mr. Smith as Chair was approved unanimously**

PUBLIC COMMENT:

There was no public comment

TREASURER'S REPORT:

The Treasurer informed the Committee that the BAN note would fund that day (July 16, 2025) with the existing old note paid off on July 17, 2025.

Mr. Pirrone advised the Committee that the training of Mary Carnevale was concluded and that she began her appointment as District Accountant on July 1, 2025.

The Fiscal Yr 2025 preliminary report as not available as the required tax records were not yet received from the Town and that encumbrances would remain open until July 31, 2025.

He advised the Committee that FY 2025 was a very good year with revenues at two hundred eighty-two thousand dollars (\$282,000)above budget and that expenditures were seven hundred three thousand dollars (\$703,000) below budget which forecasted a FY 2026 free cash amount of approximately nine hundred thousand dollars (\$900,000).

All cash accounts are reconciled with the investment in CD's specific to a single account for reconciliation of interest purposes. Mr. Smith commended the Chief on his management of the budget saying it would provide some leeway for the FY2026 budget.

Mr. Pirrone said that the FY 2026 budget is being loaded into Vidar and will be in place for the August meeting.

DISCLOSURE FOR DEPUTY CHIEF TRAVEL EXPENSES REQUIRED BY 930 CMR 5.08(2)(D)(1):

Deputy Chief Morrison is on the Board of Directors of the IAFC Company Officers Section and will be attending a meeting in August in Orlando, FL in his official capacity. He presented the Board with the required disclosures and requested the Committee's approval. **Mr. Smith motioned, Mr. Dewey seconded and in a roll call vote, it was unanimously voted to approve the travel expenses for Deputy Chief Morrison.**

AMBULANCE BILLING/REVENUE REPORT:

The Chief provided the current revenue report for the ambulance from June 23, 2025. It was absent the detailed activity, but revenues were twenty-two thousand, two hundred thirteen dollars and five cents (\$22,213.05).

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

The overtime report for June showed four hundred fifty-two (452) hours of overtime with the greatest contributors being shift coverage. The report for Sick/Vacation leave was unavailable for the meeting.

FIRE CHIEF'S REPORT:

The Chief advised the Committee that one member is leaving for the Falmouth Fire Department and that all recruits are added to groups with each group getting two or three new members.

He reinforced the need for fire house renovations, indicating that there were thirteen people on duty during a recent night shift and they had to be crammed into sleeping quarters in the bunk room. He said that the department is at peak capacity with no loss of full or part-time staff and is staffing multiple trucks. Mr. Dewey asked what is a normal night staffing level and the Chief said it was five to eight people with an absolute minimum of two. Mr. Maki added that volunteer firefighters do not get compensated for their service unless they are called out to an incident.

The Chief added that the number of people attending a training event the previous evening was thirty-eight (38). Asked by Mr. Dewey what the steps in training comprise, he explained the process from recruitment to group assignment, adding that training never stops. Mr. Dewey asked the Chief what the number or percentage of new recruits typical attrit from the department and the Chief answered two or three from groups.

He said the department had participated in the Fourth of July parades in Barnstable and Cotuit sending engine 296 to each. Each event had great attendance. Also attending the Bourne Centennial on July

12th, he said that many other departments were there as well as DCR. Planned events are Kids Day on August 13th and a senior adults safety event at the Barnstable Senior Center on August 24th.

The Chief advised the Committee that he had met with the Cotuit Fire Department to learn about the process they employed for the renovation of their station. As a result, he thought that he has been too optimistic in his estimation for cost and timing for the renovation of the West Barnstable fire house. He indicated that he had established a Building Committee to address the planning requirements for the renovation. Mr. Dewey asked what they are, and the Chief said they cannot use the requirements currently held by the department and need to rebid everything included in the process. The Building Committee members are Chief Paananen, Deputy Chief Morrison, Andy Lee, Matt Sykes (sp?), and Joe Grady.

Mr. Maki asked if the funds already appropriated will be sufficient to accomplish the planning phase and the Chief responded that they are, but drawings and design plans will not be covered by the already-appropriated funds.

Mr. Maki asked if funding for the design phase will be included in the next Annual District Meeting (ADM) and the Chief said it will be, although there are challenges with the lot configuration that may affect septic requirements, which will be a crucial part of the project. He said he had spoken to the company that last performed septic installation work at the property, and they advised him that the current configuration is the largest that can be accommodated by the lot size and configuration. Mr. Maki asked if a construction cost estimate would be available for the next ADM and the Chief replied that it would be available.

The Chief said the department participated in an ASHER drill at Cape Cod Community College along with many other agencies and departments.

The Chief updated the Committee on mutual aid activity saying that there have been thirty-nine (39) medical mutual aid calls and seven (7) motor vehicle accident calls in the fiscal year including a call for a hand crew by Falmouth.

DEPUTY FIRE CHIEF'S REPORT:

Deputy Chief Morrison said that Silva Asphalt had performed the parking lot repairs and striping and that a spotlight had been repaired. There is also an ongoing "nozzle project," the attention to which has not been done since probably the 1960's.

The central vacuum motor has been replaced and a new hose added.

The Deputy said that hazardous materials that were no longer used were brought to a HazMat Collection Day for disposal and that a septic company had unclogged the rear floor drain. Finally, the new compressor and air dryer have been installed.

He updated the Committee on grant status saying that nineteen (19) sets of turnout gear for wildlands fires were purchased under the DCR grant.

Deputy Morrison indicated to the Committee that vehicle maintenance work continues with a leak repaired for Engine 294. He said that Engine 288, the forestry truck, was back at the station after being temporarily stationed at Sandy Neck Beach for the Fourth of July. Engine 290 needs a fuel line replacement and Engine 297 had an air leak repaired but requires further work for a rear air cannister. Finally, Engine 286, the Tender, has a small leak in the tank which requires repair.

Mr. Maki asked if the West Barnstable Deer Club could advertise an event on the community information sign outside the fire station and Deputy Chief Morrison said he would contact them.

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 4:53 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

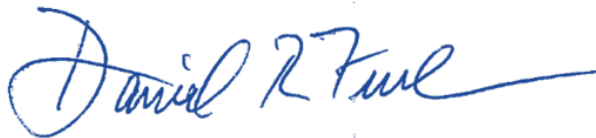
Minutes from June 16, 2025 Prudential Committee Meeting

Ambulance Receivables from Billing of June 23, 2025

Overtime Report for June, 2025

Disclosure of Travel Expense by Deputy Chief

Respectfully submitted,



Daniel R. Furbush, District Clerk

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: August 20, 2025

TIME: 4:00 P.M.

PLACE: West Barnstable Fire Station –Training Room or via ZOOM
2160 Meetinghouse Way (Rte.149), West Barnstable, MA 02668

TOPICS FOR DISCUSSION:

1. Clerk's Report
 - a. Approval of Minutes/Correspondence
 - b. Review of Executive Session Minutes for Release to Public
 - c. Certifications of Open Meeting Law Training for District Officials
2. Public Comment – No Deliberation (except emergencies)
3. Treasurer's Report:
 - a. FY 2025 Budget Status
 - b. FY 2026 Budget Status
 - c. Cash Reconciliations
4. Ambulance Billing/Revenue Report
5. Overtime Report - Review
6. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Building Renovation Update
7. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
8. Such Other Matters Not Reasonably Anticipated by the Chair

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WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING MINUTES AUGUST 20, 2025

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; District Accountant Mary Carnevale; Kim Sylvia Riker and Joe Brady attended as members of the public

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 July 16, 2025 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 July 16, 2025 Prudential Committee meeting, as printed.**

The Clerk presented the Committee with a list of released and restricted executive session meeting minutes, indicating pertinent dates, subject matter, and status. After discussion, it was agreed that all members should review the actual minutes instead of a summary to be able to better decide on releasing or holding the minutes. Members asked the Clerk to provide the restricted minutes, and the Clerk said he would do so quickly in order to provide sufficient time for review at the next meeting. **Mr. Smith motioned, Mr. Maki seconded, and it was unanimously voted in a roll call vote, to defer the review of executive session minutes until the September 17th meeting.**

Finally, the Clerk provided an updated Crisis Contact and Business Continuity document to be used internally in the event of an unusual incident.

PUBLIC COMMENT:

There was no public comment

TREASURER'S REPORT:

The Treasurer informed the Committee that the year-end reconciliations and verification of accruals will be ready for the September meeting and that he did not expect much deviation from the earlier estimates. He advised that the annual audit was scheduled for January as usual and that the tax classification hearing should be planned for the October or November meeting.

He indicated that tax collections were off to a very good start with an aggregated 12.9% of budget while ambulance collections were below budget at 6%. Interest revenues were 30% of budget, reflecting the low budget figure for interest revenues. Expenditures and debt service were under budget or at budget while benefits were over budget due to the annual payments made on July 1st for retirement and insurance. Funds are not reconciled.

A list of prior fiscal year articles that can be closed will be provided by Chief Paananen at the September meeting for action by the Prudential Committee.

Mr. Dewey asked the treasurer about a review of funding for the Whelden Memorial Library. He said that he had heard concerns from many West Barnstable residents. The Chief responded that an audit report had been provided to the Prudential Committee and a review found nothing unusual or concerning in the report. He asked the Clerk if he had the report to provide to Mr. Dewey, but Mr. Furbush said he had never had a copy or reviewed the document personally. Chief Paananen said he would request another copy for an updated copy to be sent to Mr. Furbush and reviewed at the September meeting.

AMBULANCE BILLING/REVENUE REPORT:

The Chief provided both the fiscal year 2025 annual report and the current monthly revenue report for the ambulance from July 31, 2025. The annual report indicated ambulance revenues for the fiscal year were two hundred seventy-six thousand, twenty-two dollars and sixty-six cents.(\$27,022.66). Activity for July included twenty-five (25) trips, eighteen (18) of which were medical and seven (7) for motor vehicle accidents. July payments were twenty-seven thousand, three hundred ninety-one and eighty-nine cents (\$27,391.89).

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

Overtime report for July showed five hundred twenty-nine (529) hours of overtime with the greatest contributors being shift coverage. The Chief advised the Committee that he expected overtime to be higher this year than last due to the larger staff and the staff's contractual ability to return to the station for emergency calls and tone calls. He said that callbacks may need to be addressed in new contract or amendment to the current agreement. The report for Sick/Vacation leave was unavailable for the meeting.

FIRE CHIEF'S REPORT:

The Chief advised the Committee that one member is leaving for the Yarmouth Fire Department on August 22, 2025 and that there will be a temporary absence for one member and a leave of absence for another, both in September. He also advised the Committee that the Records Access Officer had left for a similar position, and he was attempting to temporarily backfill the open position with current staff until a new Records Access Officer could be brought onboard.

He said the department had participated in the West Barnstable Village Day and commended the quality of the event. A Kids Day at Barnstable High was also attended and the Chief remarked that it is a fun day with team activities. Each event had great attendance.

The Chief advised the Committee that the Building Committee was making slow progress but still with the goal of having financial information to present at the Annual District Meeting in April, 2026.

DEPUTY FIRE CHIEF'S REPORT:

Deputy Chief Morrison said that plants had been added to the exterior of the firehouse in order to enhance the visual appearance of the building. He reported that the mini splits that supply heat and air conditioning to the building required repair and that the magnets for the door locks had been repaired. The fire alarm control panel was serviced as well.

The flag at Station 3 was adjusted so that it no longer wrapped itself around the pole and that Bartlett Tree Service was engaged to provide necessary tree trimming and maintenance. Also, the department's lawnmower had broken, and a new part was ordered.

The nineteen sets of wildland gear, acquired via a grant, had been distributed.

Apparatus repairs and maintenance included a new deck gun installation on Engine 296 as well as tire pressure monitors.

Six batteries had been replaced on Engine 294 and the spotlight on the air trailer was repaired, along with an upgrade to electronic recording of struck status, replacing the manual method.

All vehicles passed inspections on August 18th.

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 4:32 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from July 16, 2025 Prudential Committee Meeting

Listing of Executive Session Minutes and Status

Certification of Receipt of Open Meeting Law Materials from Committee Members

Business Continuity and Contact Information

Treasurer Report for July, 2025

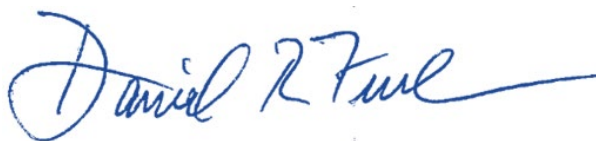
Ambulance Annual Payments Received Report for Fiscal Year 2025

Ambulance Activity and Payments Received Report for July, 2025

Overtime Report for July, 2025

Disclosure of Travel Expense by Deputy Chief

Respectfully submitted,



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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: September 17, 2025

TIME: 4:00 P.M.

PLACE: West Barnstable Fire Station –Training Room or via ZOOM
2160 Meetinghouse Way (Rte.149), West Barnstable, MA 02668

TOPICS FOR DISCUSSION:

1. Clerk's Report
 - a. Approval of Minutes/Correspondence
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3. Treasurer's Report:
 - a. FY 2025 Budget Status
 - b. FY 2026 Budget Status
 - c. Cash Reconciliations
4. Ambulance Billing/Revenue Report
5. Overtime Report – Review
6. Whelden Memorial Library Review/Update
7. Streetlight Contract Update
8. Acceptance of WBFRA Donation
9. Station Dedication Tentatively Scheduled for May 4, 2026
10. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Building Renovation Update
11. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
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WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING MINUTES SEPTEMBER 17, 2025

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; District Accountant Mary Carnevale; Elaine Grace, Andrea Figaratto, Debra Dejonker-Berry, Hilary Sandler, and Lisa Hendrickson attended as members of the public

CALL TO ORDER:

Mr. Maki, acting as interim chair, 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 August 20, 2025 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 August 20, 2025 Prudential Committee meeting, as printed.**

After review and discussion regarding the release of executive session minutes and with Chief Paanenen's recommendations, the Committee voted to release the following:

Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote ,the release of minutes from the October 18, 2023 executive session was unanimously approved.

Mr. Maki motioned, Mr. Smith seconded and in a roll call vote, the release of minutes from the November 15, 2023 executive session was unanimously approved.

Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote ,the release of minutes from the August 21, 2024 executive session was unanimously approved.

Mr. Smith motioned, Mr. Dewey seconded and in a roll call vote ,the release of minutes from the January 29, 2025 executive session was unanimously approved.

Mr. Maki motioned, Mr. Smith seconded and in a roll call vote, the release of minutes from the February 20, 2025 executive session was unanimously approved.

The Committee recommended continued withholding from release of the minutes from the executive sessions of February 7, 2024, July 17, 2024, and September 18, 2024.

PUBLIC COMMENT:

Hilary Sandler asked why the meetings were held at 4:00 P.M. and where the information on the meeting agendas could be found. Chief Paanenen responded that the time of the meeting was changed to 4:00 P.M. after trying other times to determine the best time for all interested parties to attend. The Clerk told Ms. Sandler that all agendas for entities subject to the Open Meeting Law were published on the Town of Barnstable website with at least a 48-hour advance notice.

Lisa Hendrickson asked the Committee to make certain that transparency and accountability be forthcoming from the Director of Whelden Memorial Library. She asked if the Committee received a copy of the annual audit. Mr. Maki agreed that accountability was necessary and said that the Committee's former chair had

received a copy of the audit and found no issues. Chief Paananen indicated that the most recent request for an updated copy of the library's audit was based on a request from Prudential Committee Member Dewey. That updated information as well as the prior submission was retained by the Clerk but was also available to anyone who requests it.

Chief Paananen provided the history of the funding mechanism through the Prudential Committee to the library, saying it was a two-year process and required approval from voters at the annual district meeting (ADM).

Library Director Andrea Figaratto told the gathering that the library could send a structured spending report for the expenditures covered specifically by the fifteen thousand dollars (\$15,000) that are funded by vote at the ADM and that the largest reporting requirement they have is structured spending for other funding sources. Mostly the Prudential funding goes toward fixed operating costs.

Ms. Hendrickson asked if all reporting could be available locally without having to go to the Town for the information and Ms. Figaratto responded that the library also reports to the MBLC, the state, the federal government and the town and the audit information is available on numerous websites.

Ms. Dejonker-Berry told the group that she was a former head librarian and current board member and would appreciate and welcome new members to the board. She added that an increase in the fifteen thousand dollars (\$15,000) would be welcome due to ever-rising costs.

Ms. Hendrickson asked if the library was a private body and how much is spent on fundraising.

Mr. Maki said that the Committee will review the financials, include an agenda item to discuss it at the next meeting and agrees that any new members are welcome.

TREASURER'S REPORT:

The Treasurer informed the Committee that a posting in a sub-ledger early in the fiscal year created problems in the control account. The incorrect linkage led to mis-posting of revenue and some expenditures. The general and sub-ledger are out of balance and variance must be identified and corrected, which is tedious and time-consuming but should be done soon.

The Department of Employment sent a bill for nine thousand dollars (\$9,000.00) for unemployment benefits paid. Mr. Pirrone said he is now registered as an administrator on the DOE system for West Barnstable and can now pursue why he district was billed and resolve any differences.

He said that the bequest from Chief John Jenkins was incorrectly taxed by both state and federal entities and that he is continuing to work to resolve the issue and collect the forty thousand dollars (\$40,000) withheld.

Fiscal Year 26

Revenue is on budget with strong July tax collection leading the way. Tax liens collected were very high at seventy-six thousand dollars (\$76,000). Ambulance collections appear off to a very slow start, but a thirty-one thousand dollars (\$31,000) revenue adjustment is yet to be recorded. That adjustment will bring ambulance revenues to about 17% of budget. Interest will be less than last year due to the federal action and a slowing economy.

Expenditures are all within the budget target. Some annual payments such the dispatch fees for the Fire Department, retirement assessment, risk insurance, and benefits affect the early fiscal year numbers but even out through the year.

Funds are tied to statement with the exception of the operating account which is not reconciled. In fact,

both July and August operating accounts are unreconciled at this point. The model that isolates funds does not seem to work and he will make the necessary corrections for the shadow accounts to reconcile.

All issues for articles detailed on the treasurer's report have been resolved and can be closed. He asked the Committee to vote on closing them with the exception of Article 21-13. **Mr. Maki motioned , Mr. Dewey seconded and in a roll call vote, the closing of Articles 14-14, 16-16, 19-12, 22-13, 23-17, 25-11, 25-12 and 25-16 was unanimously approved.**

AMBULANCE BILLING/REVENUE REPORT:

The Chief provided current monthly activity and revenue reports for the ambulance from September 12, 2025. The activity for August included twenty-seven (27) trips, twenty-four (24) of which were medical and three (3) for motor vehicle accidents. August payments were twenty-seven thousand, five hundred sixty and fifty-five cents (\$27,560.55).

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

Overtime report for August showed a decrease from July numbers to three hundred forty-six (346) hours of overtime with the greatest contributors being shift coverage and emergencies.

STREETLIGHT CONTRACT UPDATE:

The Chief provided the new rates for the streetlight maintenance contract, negotiated through Cape Light Compact. The rates are acquired as part of a group of other towns in order to get better pricing with discounts. He advised the Committee that older LED lights are due for possible failure because of age which would increase the costs for their replacement.

WBFRA DONATION:

There was no action taken as the donation was withdrawn.

FIRE CHIEF'S REPORT:

The Chief advised the Committee that one member is leaving for the Sandwich Fire Department and that another part-time member accepted a position in Dennis and would be leaving on September 18, 2025.

He said the department planned a presentation on the progress and recommendations of the building committee to residents and interested parties at the West Parish on September 21, 2025 at 6:00 P.M.

DEPUTY FIRE CHIEF'S REPORT:

Deputy Chief Morrison said that the department's lawn mower had been repaired and that the mini splits upstairs had been cleaned with the first-floor mini splits scheduled for cleaning in the next week. Bartlett Tree trimmed some surrounding trees so that animals cannot access the roof. A clogged drain was repaired, and Riedell Plumbing replaced a valve on the furnace and are scheduled to return to clean the furnace.

Groups 1 and 3 dismantled the shed at the rear of the fire house and will be replacing it with a premade shed. Mid Cape Door replaced rollers on a garage door and recommended the replacement of door seals along the bottom of all doors.

The department is gathering information in preparation for submitting an AFG grant application.

Repairs to the Squad 1 vehicle and trailer were done. Engine 2 is out of service awaiting parts to repair it. Tender 2 sprung a leak in the tank and it will be welded to repair it. Chief Paananen told the committee that with the hard water in West Barnstable, the tanker is starting to fail.

He is looking for a replacement tank that will fit the chassis without extensive modifications and Chesterfield, MA, may have a suitable candidate. If so, the life of the modified tanker could be extended for another ten or fifteen years. The truck is a 1991 model, and it is difficult to get a replacement under an AFG grant because they look at the average age of the fleet to qualify and the new truck skews that average, so it is unlikely that a new truck could be gotten under a grant. Retired military vehicles that can be converted for fire department use may be another source for replacement and possibly under an AFG grant.

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 5:00 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from August 20, 2025 Prudential Committee Meeting

Listing of Executive Session Minutes and Status

Email from Charles Sabatt RE: Executive Session Minutes

Treasurer Report for August, 2025

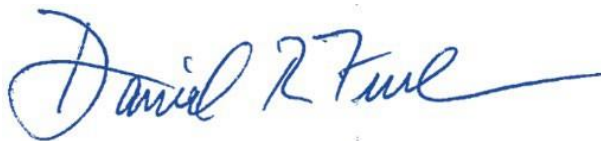
Ambulance Activity and Payments Received Report for August, 2025

Overtime Report for August, 2025

New Contract Rates for Streetlight Maintenance Contract

Audit Report for Whelden Memorial Library

Respectfully submitted,



Daniel R. Furbush, District Clerk

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: October 15, 2025

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. Review of Executive Session Minutes for Release to Public
 - c. FY 2026 Election Calendar, CC Times Posting
2. Public Comment – No Deliberation (except emergencies)
3. Treasurer's Report:
 - a. FY 2025 Closing Status
 - b. FY 2026 Budget Status
 - c. Cash Reconciliations
 - d. Tax Classification Hearing Schedule
4. Ambulance Billing/Revenue Report
5. Overtime Report – Review
6. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Building Renovation Update
7. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
8. Such Other Matters Not Reasonably Anticipated by the Chair

Anticipate for November Meeting: Bid Results, Tax Classification Hearing, FY2027 Draft Budget

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 brought up 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.

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WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING MINUTES OCTOBER 15, 2025

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 Debra Dejonker-Berry, Pat Lawlor, Kim Sylvia-Riker, Joe Brady, Austin Moloney, Pablo Almeida, and Kris 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 September 17, 2025 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 September 17, 2025 Prudential Committee meeting, as printed.**

The Clerk informed the Committee that the Executive Session minutes not yet approved for release, are being redacted by Attorney Spatafore in anticipation of release.

The Clerk provided the FY2026 draft Election Calendar to the Committee. **Mr. Maki motioned, Mr. Smith seconded, and it was unanimously voted, in a roll call vote, to approve the FY 2026 Election Calendar as written.**

PUBLIC COMMENT:

There was no public comment

TREASURER'S REPORT:

Fiscal Year 2025:

The Treasurer informed the Committee that tax and ambulance receivables have been reconciled but the issue of the expenditure sub ledger account reconciliation with the general ledger expenditure account, explained at the September meeting, is still unfinished. Mr. Pirrone has enlisted the assistance of previous District Controller Charles Marshall, to reconcile the incorrect entries and linkage errors. The revenue control account has been reconciled.

Fiscal Year 2026:

Mr. Pirrone informed the Committee that he will be focusing on the July and August reconciliations that are incomplete. Budget upload and duplicate shadow account entries make this a very time-consuming activity. Overall revenues are short of the budget target due to slowing real estate tax collections which are at nineteen percent (19%) of budget versus the twenty-five percent (25%) target. Ambulance receipts are at twenty-eight percent (28%) of target with all other categories well ahead of budget at forty-three percent (43%) of target.

Expenditures without an adjustment for annual payments are twenty-four percent (24%) of target but when those adjustments are calculated for the first quarter, the status of expenditures is only eighteen

percent (18%) of target. Certain areas are above the budget targets including finance salaries and fire department operational administration for data management and annual fees.

Tax Classification Hearing:

The tax classification hearing, in agreement with Director of Assessing John Curran, has been scheduled for November 19, 2025. It will be held before the start of the regular Prudential monthly meeting.

AMBULANCE BILLING/REVENUE REPORT:

The Chief did not provide a monthly activity report, having not received one from Comstar. September payments were twenty-nine thousand, five hundred ninety-four dollars and eighty cents (\$29,594.80).

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

Overtime report for September showed a decrease from August numbers to three hundred nine (309) hours of overtime with the greatest contributors being training and emergency calls.

FIRE CHIEF'S REPORT:

The Chief advised the Committee that one call member is being transitioned to a part-time position.

New pay rates for part-time staff will go into effect on November 6, 2025. He is awaiting data to finalize the rates for call fire staff.

He said the department planned a presentation on the progress and recommendations of the Building Committee to residents and interested parties at the West Barnstable Civic Association meeting on October 21, 2025 at 6:30 P.M. The meeting is to be held at the 1760 Meeting House.

Attendance is planned for the Trunk and Treat event on October 25, 2025 at Cape Cod Community College.

An RFQ for phase one of the fire house restoration is active and will close on October 30, 2025 at 2:00 P.M. There has been an active initial response with the expectation of receiving competing bids. The bids will be opened and read at the November meeting. The responses will then go to the Building Committee for review and ranking for purposes of interviewing the higher-ranking respondents.

DEPUTY FIRE CHIEF'S REPORT:

Deputy Chief Morrison said that the Riedell Plumbing cleaned the furnaces and provided a list of items requiring attention or replacement. The mini splits for the upstairs sleeping quarters leaked and damaged the sheetrock which has been replaced. The front entryway has been painted.

The old compressor and tank have been listed for sale on Municibid and there have been a few bids.

The department is gathering information in preparation for submitting an AFG grant application.

Interstate Electric replaced two GFCI receptacles in the kitchen area.

IT replaced two computers and a UPS.

There was water in the basement from the recent storm, and it was pumped out before any major damage occurred and the sump pump had been temporarily left in place. The Chief suggested that the repair of the issue should probably be included in the building renovation work.

Pump testing on all apparatus is scheduled for November 20, 2025. Engine 2 needs the pump packing

replaced, and it is a time-consuming job. The tank on Tender 2 has been repaired with welding. New anodes will be installed soon.

There being no further business to conduct, **Mr. Maki motioned, Mr. Dewey seconded and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 4:32 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

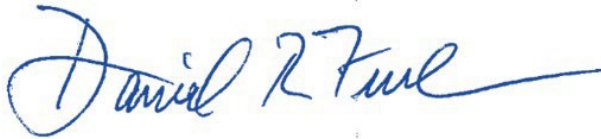
Minutes from September 17 2025 Prudential Committee

Treasurer Report for September, 2025

Payments Received Report for September

2025 Overtime Report for September, 2025

Respectfully submitted,

A handwritten signature in blue ink, reading "Daniel R Furbush", with a long horizontal flourish extending to the right.

Daniel R. Furbush, District Clerk

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: November 19, 2025

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. Review of Executive Session Minutes for Release to Public
2. Public Comment
3. Opening of Request for Quote Responses
4. Treasurer's Report:
 - a. FY 2025 Closing Status
 - b. FY 2026 Budget Status
 - c. Cash Reconciliations
 - d. OPEB Discussion and Status
5. Ambulance Billing/Revenue Report
6. Overtime Report
7. Draft FY 2026 Budget
8. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Building Renovation Update
9. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
10. Such Other Matters Not Reasonably Anticipated by the Chair

Anticipated for December Meeting: Fire Chief Annual Review, Ambulance Rate Setting, Tax Classification Hearing

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@WBFDDEMS.ORG

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WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING MINUTES NOVEMBER 19, 2025

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; District Accountant Mary Carnevele; Public attendee was Austin Moloney

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 October 15, 2025 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 October 15, 2025 Prudential Committee meeting, as printed.**

The Clerk informed the Committee that the Executive Session minutes not yet approved for release, are still being redacted by Attorney Spatafore in anticipation of release.

PUBLIC COMMENT:

There was no public comment

OPENING OF REQUEST FOR QUOTE RESPONSES:

The Chief opened all of the responses to the RFP for the design phase of the fire station renovation project. Four companies responded as follows with the date, time and person receiving the response:

Rowse Architects	Saccoccio and Associates Architects
400 Massasoit Avenue, Suite 300, 2nd floor	1085 Park Avenue
East Providence, RI 02914	Cranston, RI 02910
Rec.10/24/2025 1115hrs. 155/DWP	Rec 10/30/2025 0840hrs. 155/DWP
HKT Architects	Context Architecture
24 Roland Street, Suite 301	65 Franklin Street, 5 th Floor
Charlestown, MA 02129	Boston, MA 02110
Rec. 10/29/2015 1155 hrs. 155/DWP	Rec. 10/30/2015 1245hrs KY/391

Responses will be reviewed, ranked, and presented to the Building Committee for evaluation and potential negotiation of the responses.

TREASURER'S REPORT:**Fiscal Year 2025:**

The Treasurer informed the Committee he is behind on the closing for both West Barnstable and Cotuit, for whom he also is Treasurer. Family issues, BAN priorities, and several issues in the FY 2025 accounting that need to be identified and corrected have delayed the closing. For the Tax Recap to the state, he will be filing a letter in lieu of a Balance Sheet. This means identification of the one thousand six hundred fifty-six-dollar (\$1,656) deficit in the Prudential salaries account in the Recap schedule. He anticipates completing the closing of both districts by the first or second week of January at the latest. He also asked the Committee members who could provide a second signature on the Recap Schedule when he files it. Mr. Smith said he could do so.

Fiscal Year 2026:

Overall revenues are just short of the budget target at thirty-two percent (32%) of budget versus the thirty-three percent (33%) target. Ambulance receipts are at forty percent (40%) of target with real estate tax collections lagging at twenty-nine percent (29%) despite being \$400K higher than last year at this time due to the higher anticipated tax levy. The tax collection shortfall was almost made up by the substantial increase in lien redemptions. Interest at fifty-four percent (54%) was also over the budget target. Interest is actually down, and he said he will be stepping up T- Bill activity to address this decline.

Expenditures without an adjustment for annual payments, are twenty-four percent (24%) of target but when those adjustments are calculated for the first quarter to include annual payments, the status of expenditures is only eighteen percent (18%) of target. Certain areas are above the budget targets including finance salaries and fire department operational administration for data management and annual fees. All expenditure articles are at or below the budget target with only two exceptions: Treasurer's wages at forty-one percent (41%) and building maintenance at fifty-two percent (52%). Debt service was paid on budget and other annual expenditures for P&L insurance and retirement were concluded just under the annual budget.

Accounts are all reconciled – with the exception of General Stabilization, which was found to be incorrect last night, too late to adjust in time for the meeting.

Mr. Pirrone told the Committee that when referring to Fire Department funding articles in the budget, warrant, Annual District Meeting (ADM) script and minutes of the ADM, he recommends that each article in the future identify and quantify all sources funding for each article in the script and the minutes.

Tax Classification Hearing:

The tax classification hearing, in agreement with Director of Assessing John Curran, has been scheduled for December 10, 2025 at 4:00 P.M. The regular monthly meeting will commence immediately thereafter. Unanimous consent was provided for the change in the regular meeting date.

AMBULANCE BILLING/REVENUE REPORT:

The Chief provided the current activity report for the ambulance. There were forty-four (44) transports to Cape Cod Hospital and one (1) to another facility. Thirty-eight (38) were for medical reasons and seven (7) for motor vehicle accidents. October revenues were twenty-eight thousand, one hundred seventy-four dollars and ninety-five cents (\$28,174.95).

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

Overtime report for October showed an increase from September numbers to four hundred twenty (420) hours of overtime with the greatest contributors being vacation coverage, training, and emergency calls.

PRELIMINARY BUDGET:

The Chief advised the Committee that he has an outline of the 2027 budget and advised that they should expect many changes as it evolves. He shared what the expectations are for the use of free cash in the budget in an effort to contain any increase in the budget and thus tax assessments.

He indicated that the funding for a Records Access Officer will not be necessary as the position has been taken back to the fire department and is currently filled. Professional services for audit will likely see an increase as will building maintenance as Station 3 needs repairs. In addition, he shared the following items would be covered by the probable application of free cash: EMS Equipment, Communications Equipment, Travel and Training and PPE and Clothing, the F350 truck replacement, reserves, and general stability funds.

Ms. Carnevale indicated that the need for professional services will be less this year as she has nearly completed her training with Charles Marshall and these costs will not be necessary in FY2027.

Mr. Maki asked the Chief if the ambulance fund balance would be sufficient to fund the replacement of the current ambulance and the Chief said it would likely be insufficient but there are options to explore that have yet to be evaluated.

He expects an increase in dispatch services as the costs will likely be spread over fewer subscribing departments.

The OPEB trust will see an increase in contributions as the Chief wants to continue the increase in funding that account and finally the replacement of the five thousand (5,000) gallon tank is necessary but again, there may be options.

Utility costs are spiking, and the Chief used the recent gas bill for the station to illustrate the increase of seventy cents (\$0.70) per therm used over last year's cost for the same month. He said this and the increase in electricity costs will have a significant impact on the budget.

In total the amount of free cash applied to the draft budget is eight hundred twenty-eight thousand seven hundred dollars (\$828,700).

FIRE CHIEF'S REPORT:

The Chief advised the Committee that the department is getting back two prior members who will be returning to the department as call staff.

Attendance is planned for the Rooster Crow event on November 22, 2025 and the Holiday Fair at the West Parish. On December 7, 2025, the department will deliver Santa to the Luke's Love Boundless Playground for his 15th annual visit. The department will attend the Toys for Tots program at Cape Cod Community College. The tree lighting on the village green and a storm readiness meeting on December 21st are also planned.

DEPUTY FIRE CHIEF'S REPORT :

Deputy Chief Morrison said that all of the seven mini splits have been cleaned. There are three existing plumbing issues on the building, and he is addressing them all. The old wooden shed at the back of the station is now gone, replaced by a new shed. An old compressor was auctioned and brought twenty-six dollars (\$26.00) as top bid.

One of the burners in the basement needed a valve and expansion tank replacement. The new hot water heater precipitated the replacements, and the Deputy is looking at possible replacement under warranty. Group 3 firefighters also cleaned up the basement.

Tender 2 anodes need replacement . The pump packing was addressed by tightening and will need no further attention. The Forestry truck's shock absorbers were replaced. Engine 1's primer pump and motor were replaced and the pump test artifacts for all three engines were received as having passed all tests.

There being no further business to conduct, **Mr. Maki motioned, Mr. Dewey seconded and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 5:04 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from October 15, 2025 Prudential Committee

RFQ Response Sheet

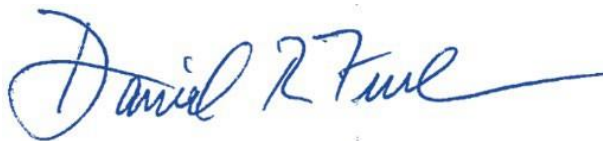
Treasurer Report for October, 2025

Ambulance Activity Report for October, 2025

Payments Received Report for October

2025 Overtime Report for October, 2025

Respectfully submitted,



Daniel R. Furbush, District Clerk

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: December 10, 2025

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. Tax Classification Hearing to Set the Fire District Tax Rate for FY 2027

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

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**WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE TAX CLASSIFICATION HEARING
DECEMBER 10, 2025**

PRESENT: Chief Dave Paanenen; Prudential Committee Members Edward Smith (Chair) Dan Dewey and Chris Maki; District Clerk Dan Furbush; District Treasurer Ray Pirrone; District Accountant Mary Carnevale; John Curran, Town of Barnstable Director of Assessing; Public attendees were Austin Moloney, Shane Ryder, Joseph Brady, and Kris Clark;

Mr. Smith called to order the scheduled Tax Classification Public Hearing at 4:00.

Mr. Curran presented a review of the property tax levy shifting options for West Barnstable which detailed FY 2026 values, change in assessed values, fiscal year 2026 calculated tax rate for residential, commercial, industrial and personal tax classes. Further the option for a split tax rate was detailed, noting that only 110 Massachusetts communities had a split tax rate in 2025. Next, the average family tax bill for 2026 was detailed for a unified tax rate and a shifted tax rate, showing that the average single family would have a savings of \$43.39 under a shifted rate.

Next, Mr. Curran detailed the average commercial tax bill under both a unified and shifted tax rate, commenting on the lack of commercial property in West Barnstable. Finally, Mr. Curran presented his recommendation for the unified tax rate, saying that the split between residential properties and commercial properties is very close and does not lend itself to a shifted tax rate.

After a brief discussion clarifying what was included in the personal property tax class, **Mr. Smith motioned, Mr. Maki seconded, and in a roll call vote, it was unanimously approved that the District retain a single tax rate for all classes of property, that the District adopt no real estate tax exemptions, and that the District adopt a real estate tax factor of 1.0 for FY2026.**

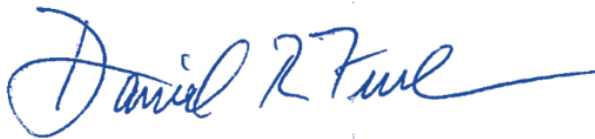
Chair Edward Smith motioned to adjourn the tax classification hearing, Mr. Maki seconded, and in a roll call vote, the motion was passed unanimously.

There being no further business, the meeting was adjourned at 4:13 PM.

DOCUMENTS USED AT THE HEARING:

Review of the Property Tax Levy Shifting Options for West Barnstable

Respectfully submitted,



Daniel R. Furbush, District Clerk

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: December 10, 2025

TIME: 4:15 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. Executive Session Redacted Minutes Approval
2. Public Comment – No Deliberation (except emergencies)
3. Treasurer's Report:
 - a. FY 2025 Closing Status
 - b. FY 2026 Budget Status
 - c. Cash Reconciliations
4. Building Committee Update
5. Ambulance Rate Setting
 - a. Ambulance Cost of Service Study
6. Overtime Report - Review
7. Draft FY 2026 Fire District Budget
8. Fire Chief Review
9. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Building Renovation Update
10. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
11. Such Other Matters Not Reasonably Anticipated by the Chair

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WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING MINUTES DECEMBER 10, 2025

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; District Accountant Mary Carnevale; Public attendees were Austin Moloney, Shane Ryder, Joe Brady and Kris Clark

CALL TO ORDER:

Mr. Smith called the meeting of the Prudential Committee to order at 4:15 PM. The Pledge of Allegiance was recited by all present.

CLERK'S REPORT:

The Clerk provided Minutes from the November 19, 2025 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 November 19, 2025 Prudential Committee meeting, as printed.**

The Clerk provided minutes for Executive Session meetings that had been reviewed and redacted by Attorney Sarah Spatafore. The minutes were for meetings held on February 7, 2024, July 17, 2024, September 18, 2024 and March 10, 2025. After a brief discussion regarding the extent of the redactions, **Mr. Smith motioned, Mr. Maki seconded, and it was unanimously voted, in a roll call vote, to approve the redacted minutes of the executive sessions held on February 7, 2024, July 17, 2024, September 18, 2024 and March 10, 2025, as printed.**

PUBLIC COMMENT:

There was no public comment

TREASURER'S REPORT:

Fiscal Year 2025:

The Treasurer informed the Committee that adjustments for the FY2025 financials are complete and he needs to do the closing entries and post on the DLS Gateway.

Fiscal Year 2026:

Overall revenues are short of the budget target at thirty-five percent (35%) of budget versus the forty-two percent (42%) target. Ambulance receipts are at fifty-four percent (54%) of target although lower year over year. Grants are also ahead of last year.

Expenditures are at thirty percent (30%) much less than the expected forty-two percent (42%) of target.

Accounts are not reconciled.

BUILDING COMMITTEE UPDATE:

Chief Paananen informed the Committee that all RFQ responses were reviewed and ranked by the Building Committee. Scores assigned to the RFQ responses were:

Saccoccio and Associates Architects	135
Context Architecture	134
HKT Architects	118
Rowse Architects	94

Zoom meetings to include presentations and negotiations are scheduled with the top scorers.

AMBULANCE RATE SETTING:

The Chief provided the Committee with an overview of the process for rate setting indicating that the department had a study performed approximately twenty years ago by the Edward J. Collins Center to determine the true and accurate cost for the services provided by the ambulance. That study has been the basis for rate setting and the findings adjusted periodically for inflation and other factors. The Chief would like to have that study performed again to establish an actual cost for ambulance services in the current cost environment of higher costs for supplies and staffing.

When asked about West Barnstable's ambulance rates versus other Cape departments, the Chief said that historically West Barnstable is the highest because they can substantiate the rate using the original study as the initial cost basis and adjusting it periodically.

Mr. Maki asked if rates could be separated into resident and non-resident rates and the Chief said they cannot do so. He also said that there are other considerations aside from residents versus non-residents such as write-offs, Medicare reimbursements and other deductions that affect the rate.

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

Overtime report for November showed an increase from October numbers to four hundred ninety (490) hours of overtime with the greatest contributors being vacation coverage, training, and emergency calls.

DRAFT FY2027 BUDGET:

The Chief advised the Committee that he has no budget update due to some calculation errors on the spreadsheets used for the draft budget. He scheduled a call with Charles Marshall to determine the issues.

FIRE CHIEF ANNUAL REVIEW:

The Clerk advised the Committee that he had received only one response to the review document sent to Committee members for their input. The Committee assured the Clerk that any outstanding responses would be forthcoming in advance of the next meeting so the review could take place.

FIRE CHIEF'S REPORT:

The Chief informed the Committee that there are no changes in personnel. Attendance is planned for the storm readiness meeting on December 21st.

DEPUTY FIRE CHIEF'S REPORT :

Deputy Chief Morrison said that the water intrusion issue in the basement has been repaired. He said that Joe Brady had replaced the soap dispensers in all bathrooms. Culligan Water was asked to make certain that the water entering the hot water heaters was not causing damage due to the mineral composition or hardness of the water. Instead, they changed filters and fixed a clog. The Deputy will ask them to come back and make the determination they were supposed to make initially.

The department will be submitting a grant application to the Volunteer Firefighters of America for equipment used in fighting brush fires such as bags and shelters.

Apparatus repairs have been made to the Engine 1 pump, Tender 1 relay and Tender 2's leak has been stopped.

Chairman Smith said he attended the Christmas tree lighting and said it looks wonderful. Mr. Dewey recognized Kris Clark for her assistance in getting electric lines moved to the opposite side of the street to facilitate the tree's decoration.

There being no further business to conduct, **Mr. Maki motioned, Mr. Dewey seconded and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 4:42 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from November 19, 2025 Prudential Committee

Executive Session Redacted Minutes from February 7, 2024, July 17, 2024, September 18, 2024 and March 10, 2025

Overtime Report for November, 2025

Respectfully submitted,

A handwritten signature in blue ink that reads "Daniel R. Furbush". The signature is fluid and cursive, with a long horizontal line extending from the end.

Daniel R. Furbush, District Clerk

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: January 21, 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. Election Update
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. Building Committee Update
5. Ambulance Billing/Revenue Report
6. Overtime Report - Review
7. Draft FY 2026 Fire District Budget
8. Fire Chief Review
9. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Training
10. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
11. Such Other Matters Not Reasonably Anticipated by the Chair

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 brought up 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 JANUARY 21, 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 Austin Moloney, Shane Ryder, Pablo Almeida, Kim Sylvia-Riker, Elaine Grace, and Kris 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 December 10, 2025 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 December 10, 2025 Prudential Committee meeting, as printed.**

The Clerk provided minutes for the Tax Classification Hearing. **Mr. Smith motioned, Mr. Maki seconded, and it was unanimously voted, in a roll call vote, to approve the minutes of the Tax Classification Hearing of December 10, 2025, as printed.**

PUBLIC COMMENT:

Kris Clark told the Board that the information available to voters in the district website is insufficient for most purposes. Mr. Furbush responded that it is a matter of resources and it is not a choice that the district has made to restrict access to information. Chief Paanenen agreed and indicated that there are a number of IT issues being addressed at the same time, but the list is long and prioritized for the operation of the fire department. There is a new system being implemented and training on the reporting for the new system is ongoing as well. He acknowledged that the website is difficult to navigate and even more difficult to maintain. Mr. Dewey asked if there were internal resources available to maintain the website and the Chief responded that there are too few to do so. Ms. Clark said her input goes back to Chief Maruca's involvement and there has been no improvement. Chief Paanenen responded that his thoughts are to completely redo the website and start over so that there are internal resources to maintain it and to insure ADA compliance. Mr. Pirrone said that Cotuit Fire is struggling with the same issues. Ms. Clark said there may be a cost-savings opportunity to engage I.T. Works to do both sites, but Chief Paanenen responded that

his priority is to determine costs for his district and his experience with I.T. Works is that the company is too expensive. He advised that he would make efforts to improve information access and timeliness.

TREASURER'S REPORT:

Fiscal Year 2025:

The Treasurer informed the Committee that the fiscal year is closed and posted on the DOR Gateway, He needs a signature from the Town Treasurer, then a review by the DOR. The annual audit is expected to begin in the first week of February.

Fiscal Year 2026:

Overall revenues are short of the budget target at forty-seven percent (47%) of budget versus the fifty percent (50%) target. Ambulance receipts are at sixty-five percent (65%) of target although lower year over year.

Expenditures overall are at forty percent (40%) much less than the expected fifty percent (50%) of target.

Some cash accounts are reconciled but the Treasurer said he is behind due to the closing of the fiscal year and said all should be reconciled in early February.

Chief Paananen asked the Treasurer to pay special attention to Article 8 as he feels it could be underfunded and he does not want to be surprised by that come the end of the fiscal year. Mr. Pirrone agreed.

BUILDING COMMITTEE UPDATE:

Chief Paananen informed the Committee that Saccoccio and Associates Architects has been retained to produce a feasibility study for the station remodeling. The Chief and Deputy Chief met with the company representatives and have been pleased with the working relationship that has been established.

AMBULANCE BILLING / REVENUE REPORT:

Transports for December totaled 23 trips, all to Cape Cod Hospital. Calls included twenty (20) medical calls, and three (3) motor vehicle accidents and services were provided to fifteen (15) residents and eight (8) non-residents. Receipts for the month totaled \$33,906.55

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

Overtime report for December showed an increase from November numbers to five hundred ninety-one (591) hours of overtime with the greatest contributors being vacation coverage, training, and emergency calls. Overtime hours will remain high due to a long-term vacancy in staff.

DRAFT FY2027 BUDGET:

The Chief advised the Committee that many of the line items in the budget have historically been subsidized by free cash and he has tried to reduce the subsidies to make the budget more accurate. Having said that, he informed the Committee that there is likely to be a large amount of free cash this year which will enable some enhanced contributions to reserve accounts for things like a new ambulance.

Saying the debt payment for loans on equipment will soon be satisfied, he will be picking up thirty thousand dollars (\$30,000) from that to apply to other areas. He has chosen to fill the position of Records Access Officer from current staff so that position will not be funded, freeing another twenty-five thousand dollars (\$25,000).

Fire Department career staff payroll is an area where he will transition from subsidizing to standing alone as a line item which raises the line item eight point four percent (8.4%).

He enumerated other budget line items such as facilities, maintenance and repair, new equipment, communications equipment, PPE, training, and dispatch costs and said he is trying to maintain level funding but with cost increases he feels that may not be feasible. He did share with the Committee, the projected budget draft for the Barnstable Communications Center which raises the district costs over fourteen thousand dollars (\$14,000) from FY 26. He then said the potential exists for a no-cost use of the dispatch system employed by the Barnstable Recreation Department, which would be a huge gain.

The assessment for healthcare costs Article 8 OPEB benefits has increased by one hundred twenty thousand one hundred ninety-nine dollars (\$120,199). He needs additional information from the Treasurer to address this adequately.

Returning to reserve accounts, he said that he will likely increase the ambulance stabilization fund contribution by fifty thousand dollars (\$50,000) given that prices continue to escalate and leads times for new vehicle delivery extend beyond three years.

Mr. Smith asked if any grant funding was available and the Chief responded that the department had been turned down for a recent grant application and he will provide more information on the subject when he gets it.

FIRE CHIEF ANNUAL REVIEW:

The Clerk advised the Committee that he had received only two responses to the review document sent to Committee members for their input. The Committee assured the Clerk that any outstanding responses would be forthcoming in advance of the next meeting so the review could take place.

FIRE CHIEF'S REPORT:

The Chief informed the Committee that there are no changes in personnel.

Trainees recently took the Firefighter I and Firefighter II non-fire practical exams and he expects good results from all trainees. When the trainees are certified, the Chief can begin to use their services in-house.

Scheduled event participation includes CPR training at the Whelden Memorial Library on February 21st and the YMCA on February 28th and 29th. The Chief is expecting to attend the FCMA Development Conference from February 24th to February 26th, at the DCU Center in Worcester.

DEPUTY FIRE CHIEF'S REPORT :

Deputy Chief Morrison said that the new water heater had passed inspection by the town and a portion of the fence on the property has been repaired. A new cord reel has been installed in the garage bay, a new dishwasher in the kitchen has also been installed, and outlets in the basement have been replaced.

The department submitted a grant application for a \$3,500 50/50 match grant to the DCR. Incident per-planning software and a firehouse UPB unit are among the targets for grant dollars.

Apparatus repairs have been made to the ambulance for a steering box replacement and a brake light sensor repair. A throttle issue on engine 2 has been repaired. A seat sensor on engine one has been repaired, Tender 2 has a leak and will require repair and the SCBA trailer needs a switch repaired or replaced.

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 5:03 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from December 10, 2025 Prudential Committee Meeting

Minutes from December 10, 2025 Tax Classification Hearing

Treasurer's Report for December, 2025

Ambulance Activity and Receipts Report

Overtime Report for December, 2025

Communication Center Projected Budget Draft FY27

Respectfully submitted,

A handwritten signature in blue ink that reads "Daniel R. Furbush". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Daniel R. Furbush, District Clerk

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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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.

REVIEW AND APPROVAL OF MOU AMENDING ARTICLE 12 OF THE CURRENT CBA

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.

REVIEW AND DISCUSSION OF NON-UNION SALARIES FOR DISTRICT AND FIRE DEPARTMENT

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.**

DRAFT FY2027 BUDGET:

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 Firefighter 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 on 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, District Clerk

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 25, 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. Review and Approve FY 2026 Fire District Budget
2. Review & Approve Warrant for Annual Fire District Meeting
3. Such Other Matters Not Reasonably Anticipated by the Chair

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WEST BARNSTABLE FIRE DISTRICT

PRUDENTIAL COMMITTEE MEETING MINUTES FEBRUARY 25, 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

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.

REVIEW AND APPROVE FY 2026 FIRE DISTRICT BUDGET AND WARRANT:

Chief Paanenen advised the Committee that the budget was nearly finalized, awaiting just any last minute changes that might be necessary due to changes from the meeting's discussions or from the Treasurer's advice on any Articles. He provided some insight into the final budget changes he made citing increases in healthcare costs and OPEB assessments and told the Committee that the simplest thing to do is to just review the Warrant Articles and he would cite the corresponding budget item(s) and funding source in order to facilitate approval of individual Articles. The Committee agreed.

The Chief indicated that Article One had no financial implications and that Article Two was an authorization for the Treasurer to borrow on behalf of the District.

Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, the Article One (1) was unanimously approved.

Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, the Article Two (2) was unanimously approved.

Article Three (3) raises funds for the management of streetlights in the district.

Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, the Article Three (3) was unanimously approved.

Article Four (4) relates to debt service and is funded by free cash. **Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, the Article Four (4) was unanimously approved.**

Article Five (5) is salaries for District appointees and elected officials and is funded by appropriation. **Mr. Smith motioned, Mr. Maki seconded and in a roll call vote, the Article Five (5) was unanimously approved.**

Article Six (6) addresses operating expenses for the District. It is funded by free cash from the Stabilization Fund and appropriation. **Mr. Maki motioned, Mr. Smith seconded and in a roll call vote, the Article Six (6) was unanimously approved.**

Article Seven (7) addresses funding for the operation of the Fire Department. Chief Paananen cited cost increases in payroll due to the new collective bargaining agreement with the union, increased station and apparatus maintenance which was underfunded in the last budget and ever-increasing costs for EMS supplies as major contributors to the increase year over year. The Chief also said that funding the article is a combination of free cash utilization and appropriation. **Mr. Maki motioned, Mr. Smith seconded and in a roll call vote, Article Seven (7) was unanimously approved.**

Article Eight (8) addresses the funding of district obligations. Mr. Dewey asked about the increase from FY2025 to FY 2027 and Chief Paananen cited costs for OPEB Trust and Medex costs as among the reasons for the increase. Funding the article is a combination of free cash utilization and appropriation. **Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, the Article Eight (8) was unanimously approved.**

Article Nine (9) is funding for a contribution to the Reserve Fund. It is funded by free cash. **Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, the Article Nine (9) was unanimously approved.**

Article Ten (10) is funding for contributions to the General Stabilization Fund and the Ambulance Stabilization Fund. It is funded by a combination of free cash and appropriation. After discussion regarding the amounts to each stabilization fund, the amounts were changed in order to reduce the total amount of the Article by One Hundred Thousand Dollars (\$100,000) and apply that amount from free cash to Article Fourteen (14). **Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, Article Ten (10) was unanimously approved.**

Article Eleven (11) is funding for the annual financial audit. It is funded by free cash. **Mr. Smith motioned, Mr. Maki seconded and in a roll call vote, Article Eleven (11) was unanimously approved.**

Article Twelve (12) is an appropriation for the Whelden Memorial Library. It is funded by free cash. **Mr. Maki motioned, Mr. Smith seconded and in a roll call vote, Article Twelve (12) was unanimously approved.**

Article Thirteen (13) is funding for a contribution to the OPEB Trust Fund and is funded by free cash. **Mr. Maki motioned, Mr. Smith seconded and in a roll call vote, Article Thirteen (13) was unanimously approved.**

Article Fourteen (14) is funding for the schematic design, design development, construction documents, and associated costs for the fire station renovation including administrative, regulatory, and mandated costs. It is funded by free cash and borrowing. There was significant discussion among the members and Chief Paananen regarding the cost estimates and other concerns about the building requirements and timing for the construction. **Mr. Smith motioned, Mr. Dewey seconded and in a roll call vote, Article Fourteen (14) was unanimously approved.**

Article Fifteen (15) is funding for the replacement of a department vehicle and disposal of the replaced vehicle. It is funded from free cash. **Mr. Smith motioned, Mr. Dewey seconded and in a roll call vote, Article Fifteen (15) was unanimously approved.**

Article Sixteen (16) is for the replacement of a cardiac monitor on the ambulance. **Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, Article Sixteen (16) was unanimously 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 5:19 PM.

DOCUMENTS USED IN THIS SESSION:

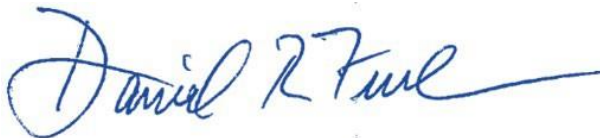
Public Sign-in Sheet

Meeting Notice and Agenda

Annual District Meeting Warrant

FY2027 Budget

Respectfully submitted,

A handwritten signature in blue ink that reads "Daniel R Furbush". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Daniel R. Furbush, District Clerk

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: March 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
 - a. Discussion of Annual Reports/Warrant, Report Book & Mailing
2. Public Comment – No Deliberation (except emergencies)
3. Discussion Regarding Warming Center at West Barnstable Community Center
4. District Meeting Planning (articles, motions, logistics)
5. Review of Final Warrant for Annual Fire District Meeting
6. Treasurer's Report:
 - a. FY 2025 Closing/Audit Status
 - b. FY 2026 Budget Status
 - c. Cash Reconciliations
7. Ambulance Billing/Revenue Report
8. Overtime Report – Review
9. Building Committee Update
10. FY 2026 Fire District Budget
11. Fire Chief Review
12. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Training
13. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
14. Such Other Matters Not Reasonably Anticipated by the Chair

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WEST BARNSTABLE FIRE DISTRICT

PRUDENTIAL COMMITTEE MEETING MINUTES MARCH 18, 2026

PRESENT: Chief Dave Paanenen; Prudential Committee Members Edward Smith (Chair), Daniel Dewey, and Chris Maki; District Clerk Dan Furbush; District Treasurer Ray Pirrone; District Accountant Mary Carnevale; Deputy Chief Brian Morrison was absent; Public attendees were Kim Sylvia-Riker, Pablo Almeida, Shane Ryder, Austin Moloney, Elaine Grace, Len Clark, Kris Clark, Mark Wirtanen, Rusty Gage, and Mark Begley

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 February 18, 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 February 18, 2026 Prudential Committee meeting, as printed.**

The Clerk provided Minutes from the February 25, 2026 Prudential Committee meeting. **Mr. Smith motioned, Mr. Dewey seconded, and it was unanimously voted, in a roll call vote, to approve the minutes of the February 25, 2026 Prudential Committee meeting, as printed.**

The Clerk indicated that although agenda items for Warrant, Motions and Annual Budget discussion were provided separately, he would be combining them into his presentation and discussion of them as one item, as long as there was no objection from the Committee. Absent any objection, he provided copies to the Committee of the final Election Ballot, final Budget, final Warrant, and a draft of the Motions to be used at the Annual District Meeting, saying that he had taken the liberty of assigning the reading of individual articles in the motions to the three PruComm members. There was no objection from the members and the Clerk indicated that he would finalize the Motions for review at the next monthly meeting in April.

PUBLIC COMMENT:

There was no public comment.

DISCUSSION REGARDING WARMING CENTER AT WEST BARNSTABLE COMMUNITY CENTER:

Kris Clark read from a document entitled “West Barnstable Community Building – Warming Center” Notes for the Prudential Committee meeting on March 18, 2026 at 4:00 pm”. The document outlined her understanding of the Town’s position on establishing a warming center during times of extended power outages and that the Town is looking for a reliable third party to staff and monitor the facility during those outages. She continued that the primary beneficiaries of such an arrangement would be the residents of West Barnstable, given that when power is lost, the residents have no ability to run their water well pumps, resulting in loss of basic health and sanitary needs. She also cited that the shelter at the West Barnstable Intermediate School is also available to residents with greater needs if necessary. She said the Town is looking for a reliable and responsible party to take the lead in staffing the proposed center during times of power outages.

She continued, quoting the definition of a warming center from the Barnstable County website and emphasizing that such a facility is not intended as an overnight facility. She said that the concept is to provide limited relief services at the facility and provide an alternative to the West Barnstable Fire Station so that it may operate without impediment during such emergencies.

She indicated that when she opened the facility during the recent storm-related power outage, it was sparsely utilized because of lack of information about its availability, but well-appreciated by those who availed themselves of the resource.

The long-awaited generator installation at the West Barnstable Community Center is supposed to take place in April, 2026 she said, citing the Town Manager as her source. She said that if overtime needed to be paid to West Barnstable Fire personnel to staff the facility, the added expense would be worth it to the residents who fund the department.

Chairman Smith said he supports the idea but thought a committee should be established to address the myriad details necessary to establish the warming center.

Chief Paananen said he also supported the concept but was unsure of the need for a committee. Mr. Maki said he disagreed with the concept of using the resources of the fire department to staff such a facility, saying the focus of the department should be elsewhere during an emergency. He said it is the Town’s Emergency Manager who needs to determine the responsibility to staff such a facility, not the fire department’s.

Chief Paananen said that a meeting had been held recently that included all Barnstable fire department Chiefs, the Police Chief who is the town’s emergency manager, and town officials. He said that all agreed that only the Emergency Manager can direct that a facility be opened. While again, agreeing with the concept, he said the department already provides the services at the fire station during power outages. If the needs outstrip the capacity of the department to deliver the services, the Emergency Manager is

contacted to determine what needs to be done with the department perhaps providing transportation to other facilities. He said shelters are not simply warming facilities but also provide food, medical and counseling services. He said the department has always been there to support the residents and that will never change.

Ms. Clark responded that volunteers would provide staffing so there are no financial implications. She said that Yarmouth had a shelter/warming station open as did Dennis and reiterated that with no water for many residents, it is even more important to do so in West Barnstable.

Mr. Maki repeated that his position is that it is not a Prudential or fire department responsibility to staff such a resource, saying that the town wants the district to assume all liability and that is not something he would do.

Ms. Clark said the West Barnstable Civic Association should not be relied upon to staff the facility and that many West Barnstable residents do not have the resources to purchase generators. Mr. Maki agreed and said he did not know why the town cannot staff the facility. Ms. Clark said they are looking for a formal agreement with West Barnstable that determines the operational details of such a facility.

Mr. Dewey asked how many people took advantage of the facility after Ms. Clark opened it and she said that seven people used it, but its availability was not advertised or communicated to residents. He responded that it is worthy of further discussion.

Mark Wirtanen said that he had been without power for seventy-eight (78) hours and that he said that the YMCA was open and could have been used. He mentioned that Cape Cod Community College is a far better location but wondered why it has not been considered for such. He continued that if the facility needs trained personnel and if town is afraid of liability, overtime should be provided for any professionals who might staff the facility.

Mr. Smith advised that the topic is too complex to solve at the meeting and again suggested a small group look further at the issues of staffing and liability. Ms. Clark said she would try to enlist a few volunteers. Len Clark asked if the Prudential Committee would be involved and Chief Paananen answered that it would. Len Clark and Rusty Gage said they would support the group and act as volunteers as well.

Treasurer Ray Pirrone offered that any discussion regarding a warming center at the West Barnstable Community Center that involved the Prudential Committee would require a review of the organization's charter since this kind of activity may be outside of what is allowed. Also, the issue of insurance needs to be included in any discussion.

The discussion of the issue was closed by the Chair.

DISTRICT MEETING PLANNING:

Addressed under Clerk's Report

REVIEW of FINAL WARRANT FOR ANNUAL DISTRICT MEETING:

Addressed under Clerk's Report

TREASURER'S REPORT:

Fiscal Year 2025:

The Audit Report is complete, and Mr. Pirrone is waiting for the Representation Letter to be signed. There was one audit adjustment of forty-six thousand dollars (\$46,000) for missing accrued wages. He advised he will send the Governance Letter and Audit Report when he receives them later in the week. He said that if the PruComm plans on having an April meeting, it would be prudent to schedule an agenda item to meet with the auditors at that time.

Fiscal Year 2026:

At two-thirds through the year, revenue is two hundred ninety-seven thousand (\$297,000) over the 67% budget target for February and expenditures are two hundred twenty-seven thousand (\$227,000) below the February target. Comprising the strong revenue performance is a complete catch-up on tax collections to seventy percent (70%) of the target, complimented with very strong lien redemptions. Ambulance receipts, although down thirty-four percent (34%) from last year, are also ahead of the target at seventy-four percent (74%). Finally, interest continues to be strong despite the drop in rates.

Expenditure articles are all below the budget target for February. However, there are line item exceptions within the articles. For example, Treasurers' wages are three thousand (\$3,000) over budget and likely to continue that way with the July BAN work still to do. Professional costs are five thousand (\$5,000) over the full year budget due to more use of Charles Marshall's assistance than planned. Finally building maintenance is just about at its full budget authorization due to the plumbing issue the Deputy spoke about in the last meeting. Finally, medical insurance appears over the target but is actually slightly under due to the duplicate monthly payments in July.

Mr. Pirrone pointed out that on page two of his report, the fund cash balances are listed. All are reconciled to their statement balance with the exception of the operating account. When he rolls the FY25 balances, cash variances show up, so he is re-doing each month's reconciliation, to ensure all variances are identified and corrected. Noting the brokerage and idle cash balances, he purchased two five hundred thousand dollar (\$500,000) T-bills – one for 30 days and one for 60 days. These yield three point three percent (3.3%) and three point five percent (3.5%) respectively.

He pointed out the Special Article activity to date, saying an adjustment was made to move some PPE expenditures from the special article to operations, leaving ten thousand dollars (\$10,000) for future PPE requirements. Initial expenditures for the Fire Station occurred in February.

AMBULANCE BILLING / REVENUE REPORT:

Transports for December totaled 16 trips. Calls included twelve (12) medical calls, and four (4) motor vehicle accidents with services provided to seven (7) residents and nine (9) non-residents. All transports were to Cape Cod Hospital. Receipts for the month totaled nineteen thousand one hundred ninety dollars and seventy-three cents. (\$19,190.73.)

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

There was no overtime report provided but the Chief estimated that it would be around six hundred ninety-three (693) hours due to overtime for the recent severe storm. Mr. Smith asked if any of the overtime was reimbursable from the state. The Chief said it was unlikely that the department would meet the extremely high threshold for state reimbursement, but that he would look into doing so.

BUILDING COMMITTEE UPDATE:

Chief Paananen informed the Committee that he had a meeting with the architects to review plans and that the total square footage of the facility was increased to fifteen thousand six hundred fifty-five (15,655) square feet on the plans. Aside from needed changes they discussed, a preliminary cost estimate is eight million nine hundred seventy thousand dollars (\$8,970,000) for the renovation.

To completely replace a facility of that size would be twelve million four hundred seventy-seven thousand five hundred dollars (\$12,477,500). Mr. Dewey asked if there was context for the numbers and the Chief said there is but of greater concern is the Facility Condition Index (FCI) that the architects introduced. He advised the Committee that the FCI for the station is at seventy-two percent (72%), way over the level at which a remodel / replace decision is recommended. He will be meeting with the Building Committee on March 26th to express his concern that the remodeling will only postpone the necessary replacement of the facility and is not a sensible financial decision. Mr. Dewey asked if changes to the plans could reduce the FCI to an acceptable number and the Chief thought it improbable. At this point he would not commit to moving forward with the renovation of the facility.

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 indicated the need to move the item to April.

FIRE CHIEF'S REPORT:

The Chief informed the Committee that he had added five new recruits to the staff. The plan was to send them to train at the Bridgewater training facility, but the class was closed out. So, training will likely be done at West Barnstable although the intent is to send five people every six months to the Bridgewater facility for training. The next Fire Academy class in Bridgewater begins in January and the department can send a limit of five people. The five who had planned to go are still undergoing physical exams and background checks.

Mr. Dewey asked if it was worth pursuing the training at the state facility and the Chief said it was as it afforded a much better training environment, even though the commute to the facility was a bit longer than optimal.

The department will present a Home Emergency Preparedness class on March 22nd. The department will also be attending a similar event on March 28th and 29th at the YMCA. Also, six people from the department attended a Professional Development Conference in Worcester.

With the Deputy Chief's absence, the Chief informed the Committee that he would provide the Deputy's report. He said a second sump pump needed replacement, but it would not be done until some budget money was freed up.

Apparatus updates include a warranty repair to Tender 1, ball joint replacement and spark plug replacement of Car 2, and all vehicles had the undercarriage washed clean of accumulated road salt in order to prevent corrosion.

There is no ongoing grant activity.

There being no further business to conduct, **Mr. Dewey motioned, Mr. Maki seconded, and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 5:01PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from February 15, 2026 Meeting

Minutes from February 25, 2026 Meeting

Treasurer's Report for February, 2026

Final Warrant for FY2027

Ambulance Activity and Receipts Report

Budget FY 2027

Draft Motions for ADM

West Barnstable Community Building – Warming Center

Notes for the Prudential Committee meeting on March 18, 2026 at 4:00 pm

Respectfully submitted,

A handwritten signature in blue ink, reading "Daniel R. Furbush". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Daniel R. Furbush, District Clerk

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: April 15, 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
 - a. Discussion of Warrant & Ballot Posting, Report Book Mailing
2. Public Comment – No Deliberation (except emergencies)
3. District Meeting Planning with Moderator & Legal Counsel
4. Review of Final Motions for Annual Fire District Meeting
5. Treasurer's Report:
 - a. FY 2025 Closing/Audit Status
 - b. FY 2026 Budget Status
 - c. Cash Reconciliations
6. Ambulance Billing / Revenue Report
7. Overtime Report – Review
8. Building Committee Update
9. Fire Chief Review
10. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Training
11. Deputy Fire Chief's Report – (No Prudential Actions)
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
12. Such Other Matters Not Reasonably Anticipated by the Chair

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WEST BARNSTABLE FIRE DISTRICT
PRUDENTIAL COMMITTEE MEETING MINUTES APRIL 15, 2026

PRESENT: Chief Dave Paanenen; Prudential Committee Members Edward Smith (Chair), Daniel Dewey, and Chris Maki; District Clerk Dan Furbush; District Accountant Mary Carnevale; Moderator Michael Pierce; Legal Counsel Charles Sabatt; District Treasurer Ray Pirrone was absent; Public attendees were Austin Moloney, Pablo Almeida, Len Clark, and Kris 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 March 18, 2026 Prudential Committee meeting, advising the Committee that a request to modify the record of the meeting was received from Kris Clark. The request was to substitute a letter presented to the Prudential Committee at the previous meeting that was mistakenly dated, with a letter having a corrected date. The correctly dated letter was identical in content to the improperly dated version. **Mr. Smith motioned to accept the corrected letter and make it part of the minutes. Mr. Dewey seconded and in a roll call vote the request to substitute the revised letter in the minutes was unanimously approved.**

Mr. Dewey motioned, Mr. Maki seconded, and in a roll call vote, it was unanimously voted to approve the minutes of the March 18, 2026 Prudential Committee meeting, as revised and printed.

Mr. Smith also advised the Committee members that a meeting should be held before the Annual District Meeting to insure that there were no changes to the ADM plan or motions. It was agreed to schedule a meeting for the Prudential Committee on April 29, 2026 at 6:30 PM.

The Clerk provided the final version of the ADM Motions and the ADM script for discussion by the Committee, and both were favorably received.

PUBLIC COMMENT:

Kris Clark presented the Committee with a document titled "Whelden Memorial Library* Information from ProPublica 'Investigative Journalism in the Public Interest'." It detailed the net income reported by the Whelden Memorial Library from 2016 through 2025 and showed net revenue deficits in all but 2016. She again expressed her concern about Article 12 in the FY 2027 Warrant, saying again that there is no transparency regarding the finances of the library and that the article would be funded by taxpayers money

if it passes, taxpayers have no visibility to the way the funds are used. The Chair indicated that the article would be considered at the Annual District Meeting and that is where the taxpayers could decide on whether to fund it.

TREASURER'S REPORT:

Mr. Pirrone was absent, so the agenda item was moved to the May meeting.

AMBULANCE BILLING / REVENUE REPORT:

The statistics for the department's activity in March included nineteen (19) transports, all to Cape Cod Hospital. Seventeen (17) residents and two (2) non-residents were served for sixteen (16) medical calls and three (3) motor vehicle accidents. Receipts for the month totaled six thousand six hundred seven dollars and sixty-seven cents. (\$6,607.67).

The Chief then explained to the Committee that the way in which collections of unpaid invoices is changing. Historically, the department's overdue invoices were referred to FFR but with the billing agreement with Comstar, they have been performing the collection activity. He expressed concerns about collections amounts and invoices, saying Wbfd needed better internal controls and a say in what to do with unpaid invoices.

He then then introduced an unstaffed ambulance agreement between Sandwich and West Barnstable. It is a protection against lost revenues when the ambulance is out of service. The cost of the agreement is \$5,000 plus the cost of insurance to cover the ambulance when employed. He said it is a very low cost way to insure redundancy for ambulance service. He said that the department requires some training on the differences in the operation of the other ambulance as it had a few differences, but the department could adapt easily. Mr. Smith asked why all ambulances on Cape Cod are not outfitted identically. The Chief said that all are except for West Barnstable. The next purchase of an ambulance will remedy that issue.

Mr. Dewey motioned, Mr. Maki seconded and in a roll call vote, the decision to enter into the third party ambulance agreement was unanimously approved.

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

There overtime report indicated that 695 hours of overtime was used in March, similar to February, and he said it was expected that it would continue to be a similar amount in the coming months.

BUILDING COMMITTEE UPDATE:

Chief Paananen informed the Committee that he had a meeting with the architects to review the requested changes to the scope and that the changes were still not favorable for the department. He said that the

total cost of the project was reduced to \$7,302,500 and that a full replacement of the station would cost \$12,477,500. The reason for the high cost of the renovation is that there are unavoidable expenses for updating systems that are not part of the project. He indicated that a meeting was planned for April 27, 2026, to see what the building committee would support for the project. He said ideas such as not including the painting or ceiling replacement would be considered to lower costs. Finally, he said that he does not have a final feasibility study to present at the ADM and would likely withdraw the article for funding the project further.

FIRE CHIEF'S REVIEW:

The Clerk advised those in attendance that all annual reviews of the Fire Chief had been received and shared a document indicating the averaged scores for all Prudential members and any comments included in the review. The Chief's overall average for all performance categories was 4.96 out of a possible 5, indicating a very high satisfaction level of the Chief's performance by the Prudential Committee.

FIRE CHIEF'S REPORT:

The Chief informed the Committee that three firefighters were lost to other departments, one of whom had no experience but was still hired by Hyannis Fire.

The department will attend the funeral for Deputy Chief Deputy Dan Wittenmeyer Sr.

Fraud training at Cape Cod Community College was attended by Chief Paananen, Deputy Chief Morrison, and District Accountant Mary Carnevale. Take aways from that training included reducing the number of written checks and more cybersecurity training for the whole department.

DEPUTY FIRE CHIEF'S REPORT:

The deputy reported that for facilities and building updates, the following was addressed:

Shredded pulley on the dryer was fixed on March 25, 2026 and a leak in the sprinkler compressor identified by the Chief was repaired. A GFCI device is repeatedly being tripped by the refrigerator and will require attention. The old compressor and tank were sold at auction for \$11.00 but he is still awaiting payment. The urinal in the men's room is repaired. The department was awarded a DFS grant for Firefighter Safety Equipment totaling \$12,236.10 and will be used to purchase four SCBA masks, a gear dryer, and repairs to a vehicle. Another grant was applied for on April 7, 2026 to the Firehouse Subs Organization. Apparatus Updates include replacement of leaking hubs on Engine 1 and the coolant site glass on Trailer 1. A new radiator, and power steering cannister will be installed in Engine 2 along with a yellow rear light. A corroded primer wire on Engine 1 was replaced, and two new tires were ordered for Ambulance 1.

Finally, all air paks were flow tested with no major issues.

Deputy Chief Morrison also advised the Prudential that he would be attending an IAFC Board of Directors meeting on May 17-19, 2026 and provided the appropriate form for approval by the Prudential Committee, which was signed by Mr. Smith.

Both Chief Paananen and Deputy Morrison advised that they will be unavailable for the regularly scheduled date of the May meeting and requested it get moved to May 27, 2026. **Mr. Dewey motioned, Chris Maki seconded and in a roll call vote the move to May 27th for the next meeting was unanimously approved.**

There being no further business to conduct, **Mr. Dewey motioned, Mr. Smith seconded, and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 4:40 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet

Meeting Notice and Agenda

Minutes from March 18, 2026

Annual District Meeting (ADM) Script

Final Motions for the ADM

Whelden Memorial Library* Information from ProPublica "Investigative Journalism in the Public Interest

Disclosure by Non-Elected Public Employee of Travel Expenses for Deputy Morrison

Unstaffed Ambulance Agreement

Fire Chief Review Summary

Respectfully submitted,



Daniel R. Furbush, District Clerk

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: ANNUAL DISTRICT MEETING and PRUDENTIAL COMMITTEE MEETING APRIL 29, 2026

TIME: 5:00 - 9:30 P.M.

PLACE: West Barnstable Community Building

2377 Meetinghouse Way (Rte.149), West Barnstable, MA 02668

TOPICS FOR DISCUSSION:

1. **DISTRICT ELECTION VOTING – 5:00 – 7:00 P.M.**
 - a. Moderator and Clerk open polls at 5:00 P.M. at West Barnstable Community Building. Polls close at 7:00 P.M.
2. **PRUDENTIAL COMMITTEE MEETING – 6:30 P.M.**
 - a. Review FY 2027 Warrant Motions prior to Annual District Meeting
3. **ANNUAL DISTRICT MEETING – Moderator opens meeting at 7:00 P.M.**

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 introduced 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 APRIL 29, 2026

PRESENT: Chief Dave Paanenen; Prudential Committee Members Edward Smith (Chair), Daniel Dewey, and Chris Maki; District Treasurer Ray Pirrone; District Clerk Dan Furbush; District Accountant Mary Carnevale; Moderator Michael Pierce; Legal Counsel Charles Sabatt;

CALL TO ORDER:

Mr. Smith called the meeting of the Prudential Committee to order at 6:30 PM. The Pledge of Allegiance was recited by all present.

CLERK'S REPORT:

The Clerk provided the Committee with revised motion language for Articles 6 and 14 on the ADM warrant, necessary by the pending withdrawal of Article 14 and a resulting increase of the transfer component of Article 6. The change is effected for Article 6 by raising the transfer from the General Fund from five thousand dollars (45,000) to twenty thousand dollars (\$20,000), thus reducing the amount that would be raised for Article 6.

Article 14 motion language was revised to reflect the indefinite postponement of Article 14.

Mr. Smith motioned, Mr. Dewey seconded and in a roll call vote, the language change for Article 6 was unanimously approved.

Mr. Smith motioned, Mr. Maki seconded and in a roll call vote, the indefinite postponement of Article 14 was unanimously approved

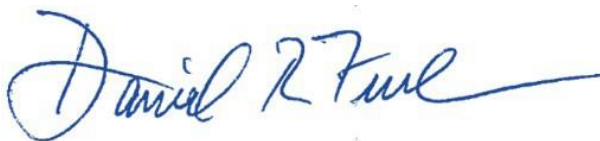
There being no further business to conduct, **Mr. Dewey motioned, Mr. Smith seconded, and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 6:34 PM.

DOCUMENTS USED IN THIS SESSION:

Meeting Notice and Agenda

Revised Annual District Meeting (ADM) Script and Motions

Respectfully submitted,



Daniel R. Furbush, District Clerk

2025 ANNUAL MEETING MINUTES OF THE WEST BARNSTABLE FIRE DISTRICT

APRIL 29, 2026

The Annual Meeting of the West Barnstable Fire District was held at the West Barnstable Community Building, 2377 Meetinghouse Way (Route 149), West Barnstable, Massachusetts on **April 29, 2026**. In accordance with the provisions of the duly posted and published Warrant, the polls were open on April 29, 2026 for the election of District officials from 5:00 PM to 7:00 PM. Serving as duly sworn tellers/ballot counters were Elaine Grace and Captain Paul Donahue. With a total of 65 ballots cast, the results were as follows:

Position	Votes	Write-ins	Blanks	Errored Ballots
Prudential Committee/3 Years Brian Paradise	24	24		
Sara Eveland	23	23		
Jim Tabor	2	2		
Ryan Coholan	1	1		
Ema Lee Pierce	1	1		
Totals Prudential Committee	51	51	6	
Water Commission / 3 Years Lisa Hendrickson	28	28		
Sara Eveland	3	2		
Brian Paradise	2	1		
Jim Tabor	2	1		
Ryan Coholan	2	2		
Matthew Eveland	2	2		
Andy Riley	1	1		
Dhiraj Malkani	1	1		
Totals Water Commission	41	41		
Overall Vote Total	65		6	8

Elected were Mr. Paradise was elected to the Prudential Committee and Ms. Hendrickson to the Water Commission.

At 7:00 PM, the Annual District Meeting was called to order by District Moderator Michael Pierce, who determined a quorum was present. The Pledge of Allegiance was recited by all attendees.

The District Clerk, Daniel Furbush, read the Call of the Warrant, confirmed that the Warrant had been served by posting a copy thereof at the West Barnstable Post Office, the Whelden Memorial Library, and at West Barnstable Fire Headquarters, all in the West Barnstable Fire District, at least seven (7) days before the date of the meeting, and further reported that, in accordance with District By-Laws, the Warrant had been published in The Barnstable Patriot newspaper in the April 17, 2026 issue.

A booklet, containing the Annual Reports of 2025 and the Fiscal Year 2027 Warrant was mailed to approximately 1,475 residents of the District on April 14, 2026.

Articles were presented by Prudential Committee Members Edward Smith (Chair), Chris Maki, and Dan Dewey

Article 1. Upon a motion made by Edward Smith and duly seconded by Dan Dewey, it was unanimously voted to accept the reports of the Officers, including the minutes of the previous Annual District Meeting, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 2. Upon a motion made by Edward Smith and duly seconded by Chief Paananen, it was unanimously voted to authorize the Treasurer, with the approval of the Prudential Committee, to borrow money from time to time in anticipation of the revenue of the **Fiscal Year** beginning **July 1, 2026**, in accordance with General Laws, Chapter 44, Section 4, and Acts in amendment thereof, and including in addition thereto, Chapter 849 of the Acts of 1969, as amended, and to renew any note or notes as may be given for a period of one (1) year or less in accordance with General Laws, Chapter 44, Section 17, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 3. Upon a motion made by Edward Smith and duly seconded by Chief Paananen, it was unanimously voted to raise and appropriate the sum of **Six Thousand two Hundred Dollars (\$6,200.00)** for **Fiscal Year 2027** for Streetlight Service, said funds to be under the direction of the fire chief, or take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 4. Upon a motion made by Edward Smith and duly seconded by Dan Dewey, it was unanimously voted to transfer and appropriate from certified free cash the sum of **Seventy-Four Thousand Dollars (\$74,000.00)** for **Fiscal Year 2027** for debt service, said funds to be expended under the direction of the treasurer, or to take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 5. Upon a motion made by Edward Smith and duly seconded by Dan Dewey, it was unanimously voted to raise and appropriate the sum of **Sixty-Eight Thousand Six Hundred Forty-Seven Dollars (\$68,647.00)** for **Fiscal Year 2027** for District Salaries for the following officers: Moderator, District Treasurer, District Accountant, District Clerk, Prudential Committee, and Records Access Officer, said funds to be expended under the direction of the Prudential Committee, or to take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 6. Upon a motion made by Edward Smith and duly seconded by Dan Dewey, a West Barnstable resident, Debra DeJonker-Berry, asked the Committee to explain what it meant by “raise and appropriate.” It was explained to her by Treasurer Pirrone. He also explained that the article had been reconfigured to transfer twenty thousand dollars from the General Stabilization Fund instead of the five thousand initially proposed, thus reducing the amount needed to be raised from \$94,090 to \$74,090. Resident Mark Nelson asked why the increase in district expenses and Mr. Pirrone indicated that it was to address the cost for a bond counsel, required for borrowing under Article 14. With Article 14’s indefinite postponement, that cost is no longer necessary. Mr. Sabatt offered that an article amount can be reduced without amendment but not increased. The motion was moved and it was unanimously voted to raise and appropriate or transfer and appropriate the sum of **Ninety-Nine Thousand Ninety Dollars (\$99,090.00) for Fiscal Year 2027** for the ordinary operating expenses of the District, said funds to be expended under the direction of the Prudential Committee, or to take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 7. Upon a motion made by Chris Maki and duly seconded by Dan Dewey, a West Barnstable resident, Deborah Burke, asked for an for explanation of the oversight that insures the funding that is appropriated is used for the intended purpose. Mr. Maki explained the review and approval process for all expenditures and the monthly reporting provided by the Treasurer. The motion was moved to a vote by Moderator Pierce and with a more than two thirds majority approval, it was voted to raise and appropriate or transfer and appropriate from available funds the sum of **Three Million Fifty-Four Thousand One Hundred Thirty-Five Dollars (\$3,054,135.00) for Fiscal Year 2027** for the operation of the West Barnstable Fire Department, said funds to be expended under the direction of the fire chief, or to take any action relative thereto, as printed in the **Annual Reports of 2025** and distributed to the voters.

Article 8. Upon a motion made by Chris Maki and duly seconded by Edward Smith, it was unanimously voted to raise and appropriate or transfer and appropriate from available funds the sum of **Six Hundred Seventy-One Thousand Three Hundred Forty-Four Dollars (\$671,344.00) for Fiscal Year 2027** to fund miscellaneous district obligations, said funds to be expended under the direction of the fire chief, or to take any other action relative thereto, as printed in the **Annual Reports of 2025** and distributed to the voters.

Article 9. Upon a motion made by Chris Maki and duly seconded by Chief Paananen it was unanimously voted to raise and appropriate or transfer and appropriate from available funds the sum of **Fifty Thousand Dollars (\$50,000.00) for Fiscal Year 2027** to the Reserve Fund, said funds to be expended under the direction of the Prudential Committee, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 10. Upon a motion made by Chris Maki and duly seconded by Chief Paananen, it was unanimously voted to raise and appropriate or transfer and appropriate from available funds the sum of **Two Hundred Fifty Thousand Dollars (\$250,000.00) for the General Stabilization Fund and transfer and appropriate from Certified Free Cash Fifty Thousand Dollars (\$50,000.00) for the Ambulance Stabilization Fund for a total sum of Three Hundred Thousand Dollars (\$300,000.00))** or to take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 11. Upon a motion made by Chris Maki and duly seconded by Edward Smith, it was unanimously voted to raise and appropriate or transfer and appropriate from available funds the sum of **Seventeen Thousand Two Hundred Dollars (\$17,200.00) for Fiscal Year 2027** to fund an audit of the West Barnstable Fire District for the fiscal year ending June 30, 2026, said funds to be expended under the direction of the Prudential Committee, as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 12. Upon a motion made by Dan Dewey and duly seconded by Edward Smith, a West Barnstable resident, Kris Clark, spoke of what she said is a lack of trust and transparency in the management and operation of the Whelden Memorial Library. She provided data that she said was taken from ProPublica which she said reflected the filings of the library over the last ten years. She indicated that taxpayers have no say in the operation if the library is funded through the Prudential Committee, saying it was taxation without representation. She urged the assembled residents to not support the approval of the article. Resident Bonnie Lingenfeldt, responded that she is the new president of the Board of Trustees of the library and that there are also three new board members who are dedicated in their support for the library. She agreed that continued similar financial performance is not sustainable and that already the board has made improvements in turning it around and cited a few examples of how they are doing it.

Resident Meg Mahoney then asked Ms. Clark what she has done in the last twelve months to improve the financial condition of the library and the Moderator then indicated that it was improper discussion. Mr. Dewey assured the residents that the library is a concern and asked residents to provide feedback to the Prudential to remain informed of the issue. Resident Brian Paradise said the library is a resource for all residents but there should be accountability for the taxation. Resident Andrea Figaratto, also the library's Director, said the library is subject to three layers of oversight and the annual audit is public. Resident Lisa Hendrickson asked Ms. Figaratto if the trustee meetings are public and was told they are with all parties welcome to attend.

The Moderator then moved the article to a vote. The motion to transfer and appropriate from Certified Free Cash the sum of **Fifteen Thousand Dollars (\$15,000.00) for Fiscal Year 2027** for Whelden Memorial Library services, said funds to be expended under the direction of the Prudential Committee, or to take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters was passed with majority approval.

Article 13. Upon motion made by Dan Dewey and duly seconded by Chris Maki, it was unanimously voted to transfer and appropriate from certified free cash the sum of **Thirty-Five Thousand Dollars (\$35,000.00) for Fiscal Year 2027** to the Other Post Employment Retirement (OPEB) Trust Fund,

said funds to be expended under the direction of the treasurer, or take any other action relative thereto as printed in the **Annual Reports of 2025**, distributed to the voters.

Article 14. . Upon a motion made by Dan Dewey and duly seconded by Edward Smith, it was unanimously approved to withdraw Article 14 indefinitely.

Article 15. Upon a motion made by Dan Dewey and duly seconded by Edward Smith, resident Dhiraj Malkani asked if there was to be any funding for the Water Commissioners in 2027. Water Commission Mark Nelson responded that there is no new funding and that the appropriations from prior fiscal years do not return to the free cash but are retained as special article funds. He said there is about twenty-one thousand dollars (\$21,000) available to the Water Commission for continued legal or consulting work.

Resident Hilary Sandler asked Chief Paananen Article 15 is intended to be funded up to the one hundred thousand dollar limit and the Chief indicated it is but not raised and appropriated. It is funded from free cash. He cited the estimates the department have received for a replacement vehicle are in the mid-ninety-thousand dollar range, with the cost for necessary special equipment on the vehicle increasing the cost to those estimates. When asked how long he thought the vehicle would last, he said he had no idea but that the department maintains their vehicle with longevity in mind.

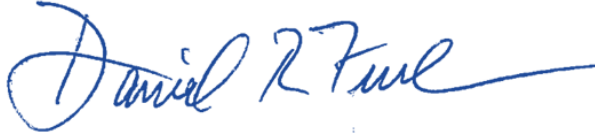
The Moderator then moved the article to a vote. The motion to transfer and appropriate from Certified Free Cash the sum of **One-Hundred Thousand Dollars (\$100,000.00) for Fiscal Year 2027** for the purpose of replacing a 2004 pickup truck and authorizing the disposal of a 2004 pickup truck in a manner that is in the best interest of the district. Said funds to be expended under the direction of the fire chief or to take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters was unanimously approved.

Article 16. Upon a motion made by Chris Maki and duly seconded by Edward Smith, it was unanimously approved to transfer and appropriate from Certified Free Cash, the sum of **Sixty-Five Thousand Dollars (\$65,000.00) for the Fiscal Year 2027** for the purpose of replacing a cardiac monitor. Said funds to be expended under the direction of the fire chief or to take any other action relative thereto, as printed in the **Annual Reports of 2025**, distributed to the voters

Chief Paananen then recognized Chairman Edward Smith for his thirty years as a member of the Prudential Committee and presented him with a plaque recognizing his service. All in attendance rose and gave Mr. Smith a standing ovation in appreciation of his contributions.

There being no further business before the meeting, the **2026 Annual West Barnstable Fire District Meeting** was adjourned sine die at 7:46 PM.

Respectfully submitted,

A handwritten signature in blue ink, reading "Daniel R. Furbush". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Daniel R. Furbush, District Clerk

DOCUMENTS USED THIS SESSION:

Annual Meeting Warrant

Motions for Articles on Warrant

Annual Reports Booklet of 2025

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: May 27, 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. ADM Review
2. Public Comment – No Deliberation (except emergencies)
3. Treasurer's Report:
 - a. FY 2025 Budget Status
 - b. Cash Reconciliations
4. Review Ambulance Billing/Revenue Report
5. Review Overtime Report & Sick/Vacation Leave Report
6. Building Committee Update
7. Appointment of Prudential Member for Discussions and Possible Meeting with Union
8. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Recruit Training
9. Deputy Chief's Report
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
10. Executive Session for Purposes of Discussing Contract Negotiation Strategies with Union
11. Such Other Matters Not Reasonably Anticipated by the Chair

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 brought up 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 MAY 27, 2026

PRESENT: Chief Dave Paanenen; Prudential Committee Members Daniel Dewey and Chris Maki; District Clerk Dan Furbush; District Accountant Mary Carnevale; District Treasurer Ray Pirrone and Committee Chir Edward Smith were absent; Public attendees were Austin Moloney, Pablo Almeida, Shane Ryder, Kevin Young, Heather Malkani, Lisa Hendrickson, Nancy Trafton, Mark Wirtanen and Kris Clark

CALL TO ORDER:

Due to Mr. Smith's absence, the Clerk advised the members that it was necessary to appoint a temporary Chair for the meeting. Committee members discussed the issue and agreed that Mr. Dewey would act as temporary Chair. Mr. Dewey called the meeting of the Prudential Committee to order at 4:27 PM. The Pledge of Allegiance was recited by all present.

CLERK'S REPORT:

The Clerk provided Minutes from the April 15, 2026 Prudential Committee meeting, the April 29, 2026 Prudential Committee meeting, and the April 29, 2026 Annual District Meeting.

Mr. Dewey motioned, Mr. Maki seconded, and in a roll call vote, it was unanimously voted to approve the minutes of the April 15, 2026 Prudential Committee meeting as written.

Mr. Dewey motioned, Mr. Maki seconded, and in a roll call vote, it was unanimously voted to approve the minutes of the April 29, 2026 Prudential Committee meeting as written.

Mr. Maki motioned, Mr. Dewey seconded, and in a roll call vote, it was unanimously voted to approve the minutes of the April 29, 2026 Annual District Meeting as written.

PUBLIC COMMENT:

Mark Wirtanen told the gathering that as a member of the West Barnstable Civic Association, he has heard much discussion about the various historic properties that have been renovated with taxpayer funds and suggested that the Paine Black House could be used as sleeping quarters for members of the Fire Department.

Lisa Hendrickson asked if changing the meeting time from 4:00 to a later hour might improve the attendance. The Chief answered that meetings were previously held at 6:00 PM and there was even less public participation, so the meetings were then moved to 4:00 PM.

Kris Clark then indicated that scheduled meetings should be displayed on the public notice board outside the fire station to serve constituents better. She referred to the recent postponement of Cotuit's Annual

Meeting and how the information about the postponement was visible in that district. She also mentioned the posting of the agendas and minutes on the website and was told that the new website was nearing deployment. Mr. Dewey agreed that it was possible to post scheduled meetings on the public notice board and welcomed the new website's implementation to improve communications with the district.

TREASURER'S REPORT:

In Mr. Pirrone's absence, Ms. Carnevale provided the Committee with financial updates indicating that all articles and expenses are tracking to budget or below. She said that tax receipts were slow, but ambulance revenues were offsetting the slow tax receipts.

AMBULANCE BILLING / REVENUE REPORT:

The statistics for the department's activity in April included twenty-four (24) transports, all to Cape Cod Hospital. Eighteen (18) residents and six (6) non-residents were served for twenty-three (23) medical calls and one (1) motor vehicle accident. Receipts for the month totaled twenty-eight thousand seven hundred fifty-two dollars and twenty-six cents (\$28,752.26).

The Chief then explained to the Committee that the department had severed all involvement with FFR after receiving a copy of the department's agreement with them, which incorrectly stated the relationship. He indicated that there would be no collection activity until the department could work out an arrangement with Comstar. He also advised that accounts uncollected from 2014 to 2024 would be written off. Only the last two years of uncollected activity would be maintained.

REVIEW OVERTIME REPORT & SICK/VACATION LEAVE REPORT:

The Chief indicated that there was no overtime report available for the meeting as it is being reviewed to correct some allocation discrepancies in the overtime hours. He did say that the April overtime hours totaled 813, less than the previous month's total of 849 hours.

BUILDING COMMITTEE UPDATE:

Chief Paananen informed the Committee that he had received a third concept design from the architects and would be meeting with the Building Committee the following day to discuss it. He said he anticipates the need for a formal site planning review with the Town, which will further delay the project.

APPOINTMENT OF PRUDENTIAL MEMBER FOR DISCUSSIONS AND POSSIBLE MEETING WITH UNION:

The Chief explained that the union had requested that two Memorandums of Understanding (MOU) be presented to the Prudential Committee, and he asked a member to represent the committee in those discussions. Mr. Maki volunteered, saying that since he was involved in the contract negotiations with the

union, he would be best prepared for a discussion on the MOU's.

FIRE CHIEF'S REPORT:

The Chief informed the Committee that two firefighters were lost to other departments, one to Bridgewater and one to Mashpee. He said that the department had four graduates from the FF 1/II course at the Massachusetts Fire Academy.

The department will attend the Flag Day ceremonies at the Meetinghouse on June 14, 2026.

DEPUTY FIRE CHIEF'S REPORT:

Deputy Chief Morrison advised the Prudential that the department had received a FEMA request to provide information for a grant audit. He thought it might be a malevolent attempt to intrude on the department's operations and when he learned it was a legitimate request, he responded appropriately.

The deputy reported that for facilities and building updates, the following was addressed:

Urinal was repaired on April 16th; flowers were purchased and planted by the Deputy and Heather Malkani; a circuit breaker in the kitchen was replaced and GFCI installed; Chief Jenkins plaque was hung; Bay door windows were cleaned; Station 3 garage doors will be ordered in June and installed in July at a cost of \$7,060.00; air conditioning was fixed by Cape Cod Mechanical with assistance from Pablo Almeida.

Apparatus Updates include repair of a rear tire leak on Humvee on April 15th; Trailer 1 is leaking oil; Engine 2 radiator and power steering canister was replaced on April 23rd; New equipment for Engine 1 is either installed on the truck or ordered, including DeWalt battery operated tools, DeWalt battery operated ventilation fan, and TL-9; Squad 1, Humvee canvas door zippers and windows are being repaired; Bass River bridge westbound on Rt 6 having work done and DOT lowered the weight going over. Received an exemption for travel over the bridge by Tenders 1 and 2 at five (5) mph; FPO Young performed service for the lighting plant on April 30th; Ambulance 1 front tires replaced; Tanker 1 deck gun valve repaired; Service 1 has a lightbar issue as does the pump drain valve on Tanker 2; Bulldog completed service on Ambulance 1, Tankers 1 and 2 and Engines 1 and 2; S-287, the 2004 F350 was placed on Municibid on May 1st with bidding completed on May 20th with a bid of \$6,000.

The Deputy informed the Committee that Nancy Meagher reached out to people about writing an article for the Cornerstone May edition, so he wrote an article about spring activities at the station including monitoring open burning and burning after May 1st. Additionally he said things like planting flowers and cleaning up the station, the offering of CPR classes and tours of the station with free plastic hats for the kids were also performed. While sharing a photo of the new statue that stands outside of the fire house that was donated by Tom Simeone, he also described the department's plans for expected apparatus replacement and the launch of the new website.

EXECUTIVE SESSION FOR PURPOSES OF DISCUSSING CONTRACT NEGOTIATION STRATEGIES WITH UNION:

The expected need for the executive session never materialized and it was not held.

There being no further business to conduct, **Mr. Dewey motioned, Mr. Maki seconded, and the motion to adjourn was unanimously approved in a roll call vote.** The meeting was adjourned at 4:53 PM.

DOCUMENTS USED IN THIS SESSION:

Public Sign-in Sheet Meeting Notice and Agenda
Minutes from April 15, 2026 PruComm Meeting
Minutes from April 29, 2026 PruComm Meeting
Minutes from April 29, 2026 Annual District Meeting (ADM)
Treasurer's Report for April , 2026
Ambulance Activity Summary and Receipts Report

Respectfully submitted,

A handwritten signature in blue ink, reading "Daniel R Furbush", with a long horizontal flourish extending to the right.

Daniel R. Furbush, District Clerk

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: June 17, 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
2. Public Comment – No Deliberation (except emergencies)
3. Treasurer's Report:
 - a. FY 2026 Budget Status
 - b. Reserve Fund Transfers
 - c. Overspent Account Transfers
4. Review Special Articles for Closeout
5. Deputy Chief Contract Renewal
6. Ambulance Billing/Revenue Report
7. Overtime Report & Sick/Vacation Leave Report
8. Building Committee Update
9. Fire Chief's Report – (No Prudential Actions)
 - a. Personnel Changes
 - b. Community Events
 - c. Recruit Training
10. Deputy Chief's Report
 - a. Building & Facilities Update
 - b. Grant Status Updates
 - c. Apparatus Updates
11. Executive Session for Purposes of Discussing Succession Planning Strategy
12. Such Other Matters Not Reasonably Anticipated by the Chair

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 brought up 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 REMAINING UNFINISHED AT THE CLOSE OF THE MEETING, 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.