

# 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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**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](mailto:DFURBUSH@WBFDEMS.ORG)

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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.

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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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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 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 21<sup>st</sup>.

**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 stroke extending to the right.

Daniel R. Furbush, District Clerk