

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