CENTERVILLE-OSTERVILLE-MARSTONS MILLS FIRE DISTRICT

MINUTES OF THE PRUDENTIAL COMMITTEE

WEDNESDAY, September 9, 2026

PRESENT: David Lawler, John Lacoste, Cameron Crocker; Prudential Committee; Molly Stevens, Clerk/Treasurer; Cristin Van Buren, Assistant Clerk/Treasurer; Patrick Hill, Fire Chief; Craig Crocker, Water Superintendent

NOT PRESENT: Michael Rogers, Deputy Fire Chief

The meeting convened at 6:01 PM.

Public Comment: None

John Lacoste made a motion to approve the minutes of the July 8, 2026 meeting as written. Cameron Crocker seconded the motion. The motion passed unanimously.

Patrick Hill: Chief Hill distributed the fire commissioners report from their June 15th meeting and shared a brief department update. Both the centennial celebration and Zip Trip in July and August were well received in the community. The 9/11 ceremony is coming up this Friday at 9:45 in the morning which will include special guests Major Corrie Mays who has serviced in the United States Marine Corps and flew for the Blue Angels, and singer Vanna Pacella who will be performing the National Anthem as well as "God Bless America".

The five newest hires started on August 24th and have completed their two-week orientation. Jay Frisbee comes to us from Falmouth Fire after 18 years there; Jacob Tura worked two years at Bourne Fire; United States Marine Corps Veteran, Sam Smith spent two years at Yarmouth Fire; Brian Judge is an Osterville native who was on Dennis Fire for two years; and Kam Sassone who did a ride-along with us a few years back and worked at Isle of Palms Fire in South Carolina. Four of the five are paramedics and one is an EMT; all but one have been through the Fire Academy already.

The Chief reported that the items declared surplus at our last meeting in July generated approximately $2500.00 in revenue after being placed for sale on GovDeals. The remaining items were disposed of.

A letter of intent was presented for the proposed Cape Cod Regional Emergency Communications Center. It is expected to begin operations in 2030 or 2031. The discussion centered around service, funding, and employment opportunities for our current dispatchers. The Committee is in agreement that it's in our best interest to sign as soon as possible so we have a voice in the process.

John Lacoste made a motion to approve the letter of intent for the regional dispatch center. Cameron Crocker seconded the motion. The motion passed unanimously.

Lastly, Chief Hill provided an update on the underground storage tank project. The designer selection RFQ is currently posted on Beacon Bids. The selection committee consists of the Chief, Deputy, and Fire Commissioner, Doug Brown. They plan to meet on Tuesday, September 15th to review the bids using the grading criteria provided by Doug Murphy.

Craig Crocker: Craig shared the most recent pumpage report. He stated that they have made it through the summer without any major equipment failures. He also noted a slow-down after Labor Day with the pumps no longer funning 20 hours a day. July had over average rainfall which had an impact on the pumpage.

Craig distributed the one response he received for the lease of the space at the Craigville wellfield station for the cell pole. He will pass it along to Attorney Murphy for further review. It does appear that all of the requirements are there, but they did not meet the minimum of $30,000.00 that Craig had put on the bid form. It will require voter approval at the meeting in May so there's time to put it back out if that's what the recommendation is. There was a discussion about checking for similar projects recently posted on Beacon Bids and running the original RFP through their AI to see what pops out.

Sewer work continues throughout the district with five separate crews. There will be two night closures on Route 28, one in Marstons Mills and the other in Centerville near Old Stage Rd. They are also working in the neighborhoods off of Phinney's Ln and Osterville on Marion Way and Bumps River Rd. Chairman Lawler mentioned that the town is also installing speed bumps on Main St in Osterville.

Molly Stevens: Molly provided a brief department update. She is planning to attend the Mass Buys conference in October with the Chief and Deputy. She recently completed three procurement classes. One was on revenue contracts which is what the cell tower lease is. She will review her notes on that to see if there's anything relevant to share with Craig.

Cristin attended her second year of the Massachusetts Collector and Treasurers Association annual education in August. The plan is for her to attend the final classes next August and test when she is eligible the following year.

Molly reviewed Massachusetts General Law Chapter 44 Section 20 which allows for balances not in excess of $50,000.00 to be applied with approval of the chief executive officer, in this case the Prudential Committee, for payment of indebtedness. She passed out a report showing the amounts in reserved fund balance that she would like to repurpose to pay down this year's debt.

John Lacoste made a motion to apply the remaining balance of the following capital project loan proceeds totaling $34,946.27 to the FY27 debt service:

$7848.71 from the ambulance approved in 2015, bought in 2015
$4752.19 from the Station 3 building project completed in 2011

$11716.04 from the Station 2 building project completed in 2014
$10629.33 from the Ladder Truck/Security System upgrades approved in 2017, completed in 2022

Cameron Crocker seconded the motion. The motion passed unanimously.

Molly shared a written request dated August 6, 2026 from IT Director, Rich Sargent, to have items related to the old phone system declared surplus. The items are approximately 20 years old and their value is minimal. They will be listed on GovDeals as has been done with surplus items in the past.

John Lacoste made a motion to declare as surplus the old phone system items listed on the request from Rich Sargent. Cameron Crocker seconded the motion. The motion passed unanimously.

Molly passed out a copy of the purchasing policy which was accepted December 10th of 2025. It incorporates a section on procurement which is quite general laying out the associated Massachusetts General Laws. After consulting with Doug Murphy, she has proposed an amendment to the policy to authorize the Chief Procurement Officer to award and sign all contracts up to $50,000.00. Any contract exceeding $50,000.00 will require the approval of the appropriate committee and the Prudential Committee.

John Lacoste made a motion to accept the proposed amendment to the COMM Fire District Purchasing Policy to authorize the Chief Procurement Officer to sign certain contracts. Cameron Crocker seconded the motion. The motion passed unanimously.

There was a discussion about the stipend amount for the Chief Procurement Officer duties that Molly has taken on. It was agreed that it will be reevaluated annually.

John Lacoste made a motion to approve a stipend in the amount of $4000.00 to the Clerk/Treasurer for Chief Procurement Officer duties in FY27. Cameron Crocker seconded the motion. The motion passed unanimously.

Next Meeting: October 7, 2026 6:00 PM

Public Comment: None

John Lacoste made a motion to adjourn the meeting at 6:47 PM.

Cristin Van Buren

Cristin Van Buren, Assistant Clerk/Treasurer