

Lyman-Dayton Fire Commission (FC)

Meeting Minutes October 20, 2016

Location: Goodwin's Mills Fire Station

Called to order 6:30pm

In Attendance:

Fire Commissioner –FC Jim Roberts, FC Don Herson, FC Chris Boyden, FC Amos Gay, FC Paul Reynolds, FC Wendell Smith

Fire Chief Roger Hooper

FC Clerk- Michelle Ray

1. FC Regular meeting minutes September 22, 2016 approved.
2. FC Special meeting minutes October 6, 2016 approved.
3. Corrective action status:
 - a. Hose Deployment – Apparatus modification process, Chief Hooper has written a directive (26.22). NFPA and Manufacturer recommendations included, Chief will email copy.
 - b. Mast Rd incident- Handout memo from Chief Hooper, EMS legal class has been scheduled for all department members, Based on class and guidelines from instructor, Chief will put guidelines together. Delay Don't Detain.
4. Revision to Protocol for Notification of Town Select Boards – Draft Reg 1403 signed by FC Chair Jim Roberts. FC Herson will forward to Select Boards.
5. Revisions to Reg 1311 – Fees for Fire Apparatus, Equipment and Services. "Vehicles requiring commercial license" was removed. FC Chair Jim Roberts will sign and will resend to the Select Boards.
6. GMFR Imagery/Video Policy –Minor suggestions from Lawyer David Ordway. Section 2.0 remove elected or appointed officials, and section 3.2 add privilege can be revoked.
7. Treasurer report-
 - a. Treasurer's salary is not included
 - b. Use of insurance was to repair Engine 83 damage
 - c. Ambulance money has not been requested from towns to be released
 - d. Radio repeater project completed and under budget

- e. Defibrillator payments are \$1000.00 per month
8. Fire Chief 3rd Quarter Report (handout) – FC Hernon will forward to Select Boards.
9. Grants:
- a. Assistance to Firefighters Grants – Chief Hooper has received guidance on writing these grants. Recommended to remove the Ambulance and pickup truck in the section giving the age of the fleet.
 - b. Ops and Safety grant & Rural Water Supply Equipment grant; turned down by the panel, need to put in more of a need in the grant.
 - c. Firefighter Health & Wellness Grant – ways to increase physical fitness; get a personal trainer to work with individuals.
 - d. Southern Maine Planning will review grants for a fee
 - e. Chief Hooper requesting to apply for grants – Approved
 - f. Forestry Grant – 50% matching grant; will apply for a grant for each town; grant can be used to purchase new hydrants parts and pager radios. Motion to apply :Approved
10. HVAC system: work was done last month on the Circulator pump. Called TRANE; rework due to not being fixed and they had to return the next day. Bill was lowered; 2 days of labor removed and pump was billed at cost. Waiting for the new invoice.
- a. Chief Hooper called Mechanical Services to look at the station; they can work on TRANE equipment. Mechanical Services offered \$2930.00 for a one year service contract for all the equipment and they would come in twice a year. TRANE contract was \$2500.00 and that doesn't cover everything. HVAC line in the budget only has \$4000.00; most of that money has already been used. Chief will get reference from Mechanical Service and a letter stating that they can work on TRANE equipment without having to call TRANE.
11. FY18 Budget-
- a. Staffing - looking to add an overnight per diem FF/EMT; for Memorial Day thru Labor Day
 - b. Need to put in the budget for a Medical Director; must be an MD or DO. This position is for Quality Assurance, training and review of protocol. MEMS has published guidelines for a medical director.
 - c. Chief Hooper would like to have three proposals for the FC during budget talks.
12. State of the Fire-Rescue Presentation Series-
- a. Chief Hooper, Deputy Chief Johnston, and Assistant Chief Harris will put together a presentation for the Fire Commission. Two hours long covering two topics. First two topics to be presented are Staffing and Operations. Every few months two new topics

will be presented. The first will be ready for the November FC meeting. Recommended to make it a workshop and invite the FC, Select Boards and staff.

13. Apparatus Material Condition;

- a. Workshop to discuss and develop replacement plan for Ladder 82, Engine 81 and Engine 84.
- b. Need a plan to look at replacing older trucks; corrosion, tank leaks and OSS pumps.
- c. Chief would like to replace Engine 81 and Engine 84 with a Tanker truck.
- d. Ladder 82 is expensive to maintain; \$12,000.00 this year alone to get it to pass inspection.
- e. Having a truck refurbished and buying refurbished equipment are still options; FC Smith would rather look at a refurbished truck over a used truck if GMFD cannot go with new equipment.

14. Repeater project is complete.

15. Executive Session - at 8:08 pm FC voted to go into Executive Session per MRS Title 1 Chapter 13, Section 405.6.A, Personnel Issue. 9:01 pm; FC out of Executive Session; no votes taken; nothing to report.

16. Special Meeting, Thursday, October 27, 2016, 1:00 pm at the GMFR Fire Station.

17. Regular Meeting, Thursday, November 17, 2016, 6:30 pm at the GMFR Fire Station.

Minutes recorded by FC Clerk Michelle Ray