

Lyman-Dayton Fire Commission (FC)

Meeting Minutes September 21, 2017

**Location:** Goodwin's Mills Fire Station

Meeting recorded

**In Attendance:**

Fire Commissioner – FC Don Herson, FC Amos Gay, FC Wendell Smith, FC Jim Roberts, FC Ray Demers

Fire Chief Roger Hooper

FC Clerk- Michelle Ray

Absent: FC Chris Boyden

Called to order 6:25pm

1. FC Minutes – Regular meeting August 24, 2017 – Approved
2. Select Board review of Interlocal Agreement and GMFR Personnel Policy-nothing further.
  - a. ILA – Select Boards trying to reduce authority of the Fire Commission
  - b. Personnel Policy – trying to change Paid Time Off policy
  - c. Discussion of the comparison and differences of town employees and FD employees.
3. Floor cleaning/Wax Machine for Station floors
  - a. Approximately \$1400.00 - \$2500.00 to purchase floor machine
  - b. \$1800 currently in the budget for floors and would be able to lower the FY budget to \$500.00 per year moving forward.
  - c. Chief Hooper recommended purchasing the machine for \$1400.00.
  - d. FC Demers would like to look in to the cost of renting a machine.
  - e. Chief Hooper will look in at the rental cost for a machine to strip and wax the floors.
4. Maine EMS Inspection –
  - a. Alan Leo from the Maine EMS Board came to the station for the Ambulance inspection. He has a checklist that he follows plus a few random items that are added each year.
  - b. A weeks' notice is given prior to the inspection.
  - c. Both Ambulance 86 and 85 passed inspection.
5. Select Board level Focus Groups – email sent from Chief to both Lyman and Dayton boards.
6. Maintenance Updates
  - a. Sprinkler System – passed
  - b. Kitchen hood – passed
  - c. Pump test on trucks – all passed except Ladder 82 and the transducer on Engine 83 may need to be replaced.
  - d. Ground ladders tested and passed.
  - e. Aerial Ladder Truck tested (Casella has made final payment from accident).
  - f. Hose testing – 3 lengths of 5 inch hose failed (over 30 years old), 1 length of 1¾ inch hose failed and will be repairs.

- g. Defibrillators calibrated.
  - h. Inspections and oil changes have been completed on trucks.
7. Apron Sealcoating – there are cracks that need to be repaired. Scott Littlefield will do the work for the cost of the material approximately \$1000.00, will be done over the weekend. Other estimates for this project were around \$9000.00.
  8. Pharmacy Service – changes were supposed to be July 1, 2017 moved to September 18, 2017. Agreements with the pharmacy have been renewed.
    - a. Outer Drug Boxes – common items
    - b. Regional Drug boxes – uncommon items
    - c. Narcotics – kept in a lock box in each ambulance – Paramedic is the only one to pick up these items.
    - d. Expired/Broken/NonTransport – don't pay for; one for one exchange.
    - e. Pay for medications that are given to a patient in transport.
    - f. GMFR will have to maintain our own drug boxes and inventory them; more paperwork.
    - g. Directive will be upgraded to cover how to exchange and inventory (form already on the iPod). Dr Brown will also sign the Directive.
  9. Summer Call Volume – Charts were handed out to show Day of the Week and Mutual Aid.
  10. EMS Quality Inspection Program
    - a. Looking at using software of the patient care reporting system
    - b. Review calls based on protocol not opinion
    - c. Reviewer will look at calls that were sent to QA based on designated criteria
    - d. Chief wants to set up a QA just for Documentation.
    - e. Dr. Brown will come in quarterly with QA feedback.
    - f. Four people will be involved in the QA process; Chief will not be involved.
  11. VFA Grant – Chief Hooper has paperwork, this is a 50% reimbursement. Looking to apply for two smaller portable pumps and foam. Motion to authorize Chief to apply up to \$3500.00 – Approved.
  12. FireHouse Sub Grant - \$15,000.00 maximum; this is not a matching grant. Looking to apply for an inflatable boat. There are 7 bodies of water in Lyman/Dayton. FC Demers agrees the GMFR does need a boat, FC Hernon feels there is no downside to applying, just need to store and maintain. Motion to allow Chief to apply – Approved
  13. Assistance to Firefighter Grant – Rural water Supply, Safety and Vehicle
    - a. Years past have received this grant for the station addition and air pacs.
    - b. Motion to approved to go for; water supply to replace aged 5 inch hose 2400 feet; 2 dump tanks; traffic light in front of station and traffic interrupter at Jackson's Corner intersection with Route 35 and Route 111. Approved
  14. Accident from September 15; reached a settlement. They were approaching statute of limitations. Needed to resolve issues with Medicare before the settlement could be signed. They have agreed on an amount that MMA will pay. Select Boards have been emailed.
  15. Budget for FY 16/17 approximately \$104,000.00 surplus not spent, based on audit. Amount will carry over.
  16. MVC Billing – nothing collected at this time
  17. Turf Farm Hydrant – repaired and back in service.
  18. Tuesday September 26, 2017 Table Top to review Emergency Action plan for Wadleigh Pond Dam. Update in case the dam ever fails. Exercise only.

19. Lyman Group Home with 3 residents. GMFR has been called frequently. Chief is trying to set up a meeting with Bay Care. Troopers are required to be called due to the nature of the call, this agitates the resident with whom GMFR is being called out for. There is a language barrier with the current employees. Chief is also working with the State Supervisor from DHHS that over sees this facility. State Police will also be invited to attend this meeting.
20. Iron Man Competition on August 27, 2017; the Bicycle portion for the race came thru and backed up traffic. The Governor's office has received complaints (not especially for our towns). Chief Hooper will be attending the after action meeting on November 1, 2017
21. EMA open House was September 21, 2017
  - a. Systems and Equipment were displayed
  - b. Hazmat van
  - c. Command Van
  - d. Smart truck
  - e. Sheriff had the crime scene van
22. June 7, 2019 is the 70 year Anniversary of the Fire Department. GMFRA will be raising money to upgrade the monument in front of the station.
23. Chaplin Bove has been involved with recent incidents; he helped with the family of a fatal overdose and was also there to assist the family of a room and contents fire. Heavy smoke found in the basement. Dryer fire, Fire Marshall will come down to review. Very little structural damage to the house.
24. Next Regular FC meeting scheduled to October 19, 2016 at 6:30pm GMFD.
25. Meeting adjourned at 8:12pm.

Minutes recorded by FC Clerk Michelle Ray