

Lyman-Dayton Fire Commission (FC)

Meeting Minutes April 21, 2016

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

Called to order 6:30pm

**In Attendance:**

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

Fire Chief Roger Hooper

Captain Thom Hooper

FC Clerk- Michelle Ray

Handouts: Draft copy of Warrant Articles for FY2016/17, Regulation 1311, Fire Chief's Quarterly Report (First Quarter)

1. Minutes from March 17, 2016 regular FC meeting approved, March 28, 2016 Joint Meeting Minutes approved, and April 5, 2016 Meeting Minutes - Approved.
2. GMFR Personnel Policy – currently on hold, no meetings scheduled.
  - a. Only pending changes are that personnel records should be held at the Lyman Town Hall.
3. Disposal of Tractor – Town of Lyman may want the old tractor. Town of Lyman may want to have the motor and use for Town Facilities. Selectmen voted to approve GMFD to be included in the town mowing contract at their last meeting.
4. Budget FY 16/17 – Lyman Selectboard and Budget committee are still in discussion of the amount that should be placed in the fire truck replacement fund.
5. Annual Report/Quarterly Report has been posted on the GMFD website.
  - a. FC Reynolds would like to see a comparison of last year to current year on the report.
  - b. FC Herson will send the reports to SelectBoards.
6. Motor Vehicle Crash Billing/Hazardous Billing – Regulation 1311
  - a. Appendix 1 has the MVC rate
  - b. Appendix 2 Fire Equipment fees other than hazmat or MVC
  - c. Fees/rates were provided by First Recovery USA

- d. Based on call volumes from last year approximate revenue that could be collected from MVC is \$16,000; \$13,000 after the fees paid to First Recovery USA for services.
  - e. FC will review the information provided from Chief Hooper and will discuss at the next regular FC Meeting in May.
  - f. Chief will send the information to the current billing service that is used for ambulance fees to see if this is something they can do.
  - g. First Recovery USA has an 80% collection rate.
  - h. Motion to table until next meeting - Approved
7. Delinquent Members
- a. 3 members have not completed their annual training and medical
  - b. 1 member has not completed annual training, medical and has low participation.
  - c. Chief Hooper will bring the names to the FC after letters have been sent to the members.
8. Hiring Process
- a. Need to run a Physical Agility Test for three new members.
  - b. Chief would like to put out a hiring call for those interested and to build a hiring list for unanticipated Full Time/per diem openings
  - c. Those currently on the hiring list will need to submit a letter of intent and their names will roll over.
  - d. Motion to authorize hiring process; list good for one year – Approved
9. Ambulance RFP –May 1<sup>st</sup> Chief would like to put out and RFP for replacement ambulance
- a. FC Roberts recommends waiting until after budget meetings and approval for the purchase of a new ambulance.
  - b. Recommended waiting until Select Board and Budget Committee are on board and the approval of warrant articles.
10. Next FC Meeting May 19, 2016 6:30 pm GMFD
11. Executive Session - at 7:03 pm FC voted to go into Executive Session per MRS Title 1 Chapter 13, Section 405.6, and Personnel Issue. 8:09 pm; FC out of Executive Session; no votes taken; nothing to report.
12. Adjourned at 8:15 pm

Minutes recorded by FC Clerk Michelle Ray