

LYMAN-DAYTON FIRE COMMISSION (FC)

Minutes of Meeting – 04/25/13

Location: Dayton Town Hall – called to order at 6:30 p.m.

Present – Fire Commissioners: Ray Demers, Amos Gay, Don Herson, Jim Roberts; Fire Chief Rod Hooper

Absent – Fire Commissioner Wendell Smith; Dayton/Fire Department Treasurer Angela Cushman; Fire Commission Clerk Ann Paquette

Handouts

- Draft Minutes of 4/11 meeting
- Fire Department FY2013 Operations and Maintenance Budget, to date status
- Fire Chief Quarterly Status Report, January to March 2013
- Status Report on Maine BLS Safety Works Consultation conducted on December 19, 2012

FC Votes Taken/Results – After discussion FC members **voted** as follows:

- **Approved**
 - Minutes of 4/11/13 meeting, as amended; to be posted on Lyman/Dayton Town website (minus Executive Session content)
 - Fire Chief Quarterly Status Report, January to March 2013, as amended
 - FC proposed warrant article to authorize any excess Emergency Medical Services revenue above the estimated amount to be placed in the bank Ambulance Certificate of Deposit
 - Fire Chief Performance Evaluation
 - FC Memorandum to Record –Action Taken Regarding Personnel Allegations, dated 4-25-13
 - Highest bid for old fuel tank; accepted 4-16-13

Action To Be Taken - After discussion, FC members agreed on the following:

- **FC Secretary** to send Fire Chief Quarterly Status Report, January to March 2013, to Lyman and Dayton Boards of Selectmen for information
- **FC Chairman** to draft a warrant article for Lyman and Dayton to authorize any excess Emergency Medical Services revenue above the estimated amount to be placed in the bank Ambulance Certificate of Deposit
- **FC Chairman** to forward Fire Chief Performance Evaluation to Lyman and Dayton Boards of Selectmen for information
- **FC Chairman** to forward the Memorandum to Record –Action Taken Regarding Personnel Allegations, to Lyman and Dayton Boards of Selectmen for information
- **Fire Chief and Fire Department Treasurer** monitor remaining FY2013 expenditures to assure that Operations and Maintenance Budget is not exceeded

- **FC Chairman** to discuss with Lyman Selectmen and Town Treasurer the desirability for the Treasurer to become familiar with Fire Department accounts
- **Fire Chief** to continue to request energy audit bids from additional vendors.

2013 Expenditures - FC reviewed anticipated expenditures for line items in the Operations and Maintenance Budget noting that some expenditures must be reduced to remain within budget. FC also noted that efforts should be made to encourage Lyman Town Treasurer to become familiar with Fire Department accounts.

Fire Department Training – Fire Chief reported that the Turf Farm on Route 111 has made the Taylor house available for use with controlled burns for training. Signs will be posted on Route 111 to inform motorists when training is being conducted.

Maine BLS Action Plan – Fire Chief briefly discussed the status of action items resulting from the Maine BLS Safety Works Consultation conducted on December 19, 2012. Of 22 action items, 18 have been completed, and 4 are in progress. One item (OSHA 300 log) will require rebuilding Fire Department records for 2007 through 2011.

Proposed Energy Audit – Despite trying several vendors, Fire Chief has been able to obtain only one bid for an energy audit of the Fire Station. FC and Fire Chief agreed that the proposed cost (\$4500) is too expensive. Fire Chief will continue to request energy audit bids from other vendors.

Bids for Fire Station Old Fuel Tank – Three bids were received for the old fuel tank and pump, to include removal of the old containment. These bids were opened on April 16, 2013 by Fire Commissioners Jim Roberts and Don Hernon in the presence of the Fire Chief. The highest bid (\$100) from Mr. Donald Oullette was accepted.

Executive Session: 7:34 p.m. FC voted to go into Executive Session per 1MRSA 405(6) A, Personnel Matters. 8:34 p.m. voted to leave Executive Session; no votes taken; nothing to report.

Next Regular Meeting- Wednesday, May 8, 2013, 6:30 pm at Fire station. This will be a combined meeting and workshop.

Meeting adjourned: 8:50 p.m.

Submitted, as recorded, this date of April 25, 2013, by FC Secretary Don Hernon