

**Lyman-Dayton Fire Commission (FC)  
Minutes of Meeting – September 1, 2011**

Meeting held at Dayton Town Hall was called to order at 6:40 pm.

**Present** – Fire Commissioners: Jim Roberts, Ray Demers, Wendell Smith, Normand Melancon, Don Herson; Goodwin’s Mill Fire Rescue (GMFR) representatives: President Normand Bilodeau , Chief H. Rodney Carpenter.

**Absent** - Fire Commissioner Chris L’Heureux; Lyman Treasurer Carol Sanborn.

**Handouts-**

1. Draft Minutes of 8-25-11 FC meeting
2. Fire Station Summary Appraisal Valuation Form prepared by Northeast Appraisal Inc., dated 8-22-11
3. Summary of Changes to Municipal Fire-Rescue Personnel Policy prepared by **Jim Roberts**, based on Discussion at 8-25-11 FC Meeting
4. GMFR Attorney Letter dated 8-15-11 with comments on Proposed Sale by GMFR of Assets to Towns of Lyman and Dayton

**Minutes** - FC members voted to approve minutes of August 25, 2011 FC meeting. FC meeting minutes will be posted on the Lyman/Dayton Town websites.

**Additional Lyman Fire Commissioner** –**Mr. Normand Melancon** has been selected by the Lyman Board of Selectmen to serve as a Lyman Fire Commissioner. (Note: Lyman Selectmen signed the appointing order on 9-6-11.)

**Municipal Fire Chief Interviews** – The FC will proceed with interviews of the Municipal Fire Chief Candidates who passed the FC Physical Agility Test (PAT), after the legal agreement between the GMFR Corporation and the Towns of Lyman and Dayton is signed, and the Municipal Fire Department Personnel Policies are approved.

**Municipal Fire Chief Applications** – Fire Commissioner **Jim Roberts** has custody of the Fire Chief applications in a locked cabinet in the Dayton Town Hall.

**Municipal Fire Department Personnel Policy** – Fire Commissioner **Jim Roberts** presented a list of changes to the Draft Fire-Rescue Personnel Policy based on the discussion with Lyman-Dayton Board of Selectmen members and GMFR representatives at the 8-25-11 FC Meeting. These changes were discussed with the GMFR representatives.

**Proposed Amendment to Interlocal Agreement** - The proposed amendment to the Interlocal Agreement, which provides a transition plan for GMFR employees to become Town of Lyman Municipal Fire Department employees, was discussed, especially the proposed requirement for a full-time GMFR

**Lyman-Dayton Fire Commission (FC)**  
**Minutes of Meeting – September 1, 2011**

employee to pass a Medical Exam within three months of the date he or she is hired in order to retain his or her employment with the Joint Fire-Rescue Department.

**Transfer of GMFR Functions and Assets to the Towns of Lyman and Dayton** – GMFR Chief Carpenter presented a letter from GMFR attorney Thomas Ainsworth on the 8-3-11 revision of the Draft Purchase & Sales Agreement to turn over GMFR assets to the Towns of Lyman and Dayton. Most of the attorney's comments appear to have been addressed, except for:

- Automatic termination of the proposed Lease upon closing of the sale of GMFR's improved real property and listed personal property.
- Addition of a "hold harmless provision" by the Towns in favor of GMFR for events after the Towns take over fire and rescue operations.

**MMA Insurance Quotes** – Fire Commissioner **Don Heron** forwarded the Fire Station Summary Appraisal Valuation Form prepared by Northeast Appraisal Inc to Maine Municipal Association (MMA) Insurance underwriter Susan Caston on 8-31-11, for use in determining the cost of a Town of Lyman Municipal Fire Department insurance policy. A review of the MMA quote with respect to current insurance coverage maintained by GMFR will be scheduled with all concerned parties (MMA, Towns of Lyman and Dayton representatives, FC members, and GMFR representatives) invited. **Don Heron** will contact MMA to set up proposed meeting dates.

**Town Funds Paid to GMFR** – Lyman is currently allocating one-twelfth of the annual fire services cost to GMFR on a monthly basis. Dayton has not allocated any funds to GMFR this fiscal year. Item to be discussed further.

**GMFR Regulations** – The FC did not discuss the GMFR Regulations for initial use by a Municipal Fire Department.

**Next Meeting** – The FC will meet on Thursday, September 8, 2011, 6:30 pm at the Dayton Town Hall.

**Adjourned** - Meeting adjourned at 9:07 pm.