

## TOWN OF DAYTON

### Board of Selectmen Workshop – Interlocal Agreement Fire & Emergency Rescue Services

October 19, 2010

Present: Dayton – Ted Poirier, Theresa Greeley, Scott Littlefield – Lyman – Norman Hutchins, Paul Fecteau, Leo Ruel

Others Present: Angela Cushman, Jim Roberts, Rodney Carpenter, Wendell Smith, Don Herson, George Sutton, Ron Stewart, Ray Demers, Chad Johnston

Ted Poirier opened the workshop at 18:00.

The Board of Selectmen from both Lyman and Dayton met and identified possible changes to the Interlocal Agreement.

Leo Ruel voiced his concern about having the GMFD Corporation dissolve before the town can take over. Leo feels a date should be set and that date should be the effective for everything.

Theresa Greeley communicate that she has contacted MMA Legal regarding giving authority to the Fire Commission.

Some discussion was held on the hiring and firing of fire department personnel. The town will be the employer and should be responsible for appointing and removing. Labor contracts should be recommended to the Towns and will have to be approved by the legislative bodies. Would the fire department employees be dealt with differently regarding labor contracts and benefits?

Some discussion was held regarding the Treasurer position. Currently, the Town of Lyman, has a treasurer and two deputies.

Discussion was held regarding the name "Joint Fire-Rescue Department" is it going to be Lyman-Dayton Joint Fire-Rescue Department?

The Selectmen went through the agreement and noted the following:

1. Section 2.1(d) – should be changed to state "appointed by the Parties".
2. Section 2.1(f) – states "original signatories" – ask lawyer for recommendation on wording
3. Section 3.1 third paragraph – remove the word Lyman?
4. Section 3.4 A(1) – remove "appoint" and "remove for cause after notice and hearing the Fire Chief".
5. Section 3.4 A – add a new bullet to state "to recommend to the Parties the appointment and removal for cause after notice and hearing the Fire Chief".
6. Section 3.4 A (7) – what does this mean – obtain clarification from lawyer.
7. Section 3.4 A (11) – should this be a power & function of the fire commission – to conduct all labor negotiations and approve labor contracts?

8. Section 4.1 (a) – does this need to be changed as the contract has not yet been signed? The current appropriation was more than the stated multiplier and the multiplier should not be used for next year's appropriation.
9. Section 4.1 (c) – states the parties maintain a joint capital equipment reserve – should this reserve account be part of the Joint Fire-Rescue budget and not as a separate account for the parties?
10. Section 4.2 – is this okay?
11. Section 4.3 (a) – who will approve accounts payable and payroll warrants? Answer: Lyman Selectmen. Invoices and timesheets would be approved by the Fire Chief and submitted to the treasurer. Maybe provide copies of warrants to Dayton either prior to or after signing. Should some of this be stated in the agreement?
12. Section 4.3 (b) – the dates need to be adjusted – March 1<sup>st</sup> used twice for two different events.
13. Section 4.3 (c) – change “the first payment due on the first business day of” to either the first warrant of each month due or by a certain date of each month due.
14. Section 4.4 (c) – a cost sharing formula will need to be determined.
15. Section 5.2 (b) – first sentence – change “The Joint Board shall” to the Municipality.
16. Section 5.3 (a) – first sentence – change “the Joint Board may recommend” to shall recommend.
17. Section 5.3 (b) – change wording “in the possession of the Joint Fire-Rescue Department” to municipality.
18. Section 5.3 (c) – change wording of “any funds remaining in the Joint Fire-Rescue Department accounts” to municipality.
19. Section 6.1 (a) – ask for clarification from the lawyer on meaning.
20. Section 6.1 (b) – ask for clarification from the lawyer on meaning.
21. Section 8.1 first sentence – remove “or of the Bylaws of the Joint Board”.
22. Section 8.2 – ask for clarification from the lawyer on meaning.
23. Section 9.1 – term of contract – ask for recommendation from lawyer – maybe a 20 year term with an option to re-negotiate
24. Section 9.2 – is the following required “approved in its entirety by the legislative bodies of each party”? Ask lawyer. Need to update the July 1, 2010 date.
25. Section 9.3 – “addition of new participating municipalities....shall require only the approval of the Board” – change to approval of the current Parties.
26. Section 9.5 – clarify with lawyer on meaning.
27. Other issue – what would be the procedure for the removal of appointed Joint Board members?

Meeting adjourned at 19:05.

*Prepared by: AMC*

## Fire Commission Meeting – October 19, 2010

**Present:** Rodney Carpenter, Wendell Smith, Don Hermon, George Sutton, Ron Stewart, Ray Demers, Chad Johnston, Jim Roberts

**Others Present:** Dayton – Ted Poirier, Theresa Greeley, Scott Littlefield – Lyman – Norman Hutchins, Paul Fecteau, Leo Ruel, Angela Cushman

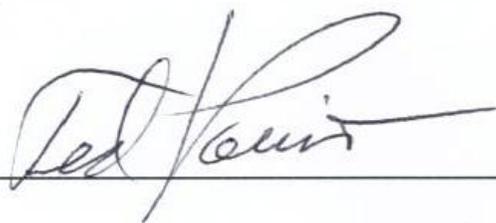
Action steps agreed by those present:

1. Move forward in making changes to the contract – responsible party: Selectmen & Fire Commission
2. Determine if there is a way to give the Fire Commission authority without a signed agreement – responsible party: Theresa Greeley
3. Determine if Fire Chief can be hired without a signed agreement – responsible party: Theresa Greeley.
4. Draft a letter to be signed by the Selectmen giving authority to the Fire Commission – responsible party: Don
5. Grant letter status – responsible party: Fire Commission
6. Letter from GMFD about employees working for a Fire Chief employed by Lyman – responsible party: George Sutton
7. Determine timeline/phases with who will be responsible and tentative dates or TBD – responsible party: Fire Commission
8. Financial audit – who should conduct and when – responsible party: Angela Cushman to do some research

The fire department will be named "GMFD".

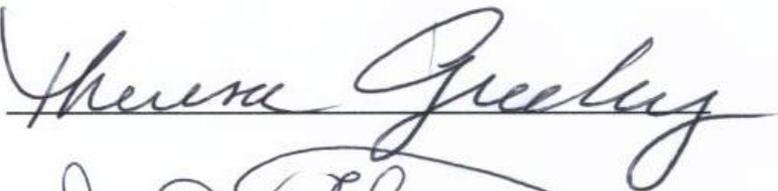
Prepared by: AMC

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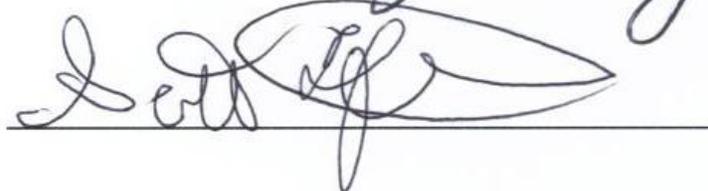
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