

Lyman-Dayton Fire Commission (FC)  
Meeting Minutes January 21, 2016

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

Called to order 6:30 pm

**In Attendance:**

Fire Commissioners – Wendell Smith, Chris Boyden, Amos Gay, Don Herson (arrived at 6:50 pm), Paul Reynolds, Jim Roberts

Fire Chief Roger Hooper

Dayton Budget Committee members – Nancy Harriman, Steve Hennessey, Laurie Vezina

No members of the public were present.

**Absent:**

FC Clerk Michelle Ray

**Handouts:**

- GMFR Treasurer's Reports dated 1/4/16; GMFR Revenue and Expense Summary Reports through December 2015.
- Fire Department Budget Proposal dated 1/19/16, prepared by Chief Hooper

**Discussion:**

1. Meeting was not recorded due to malfunction of recording device.
2. FC voted to approve minutes of FC meeting of 12/10/15 as written.
3. **Fire Chief's Annual Personnel Evaluation** – Due to length of budget discussion, evaluation postponed to February FC meeting.
4. **Treasurer's Report** - Discussed Treasurer's report; no questions.
5. **GMFR Personnel Policy Changes** – Lyman and Dayton Select Boards approved the change to Section 6.3 Physical Examinations/Tests for immediate implementation. Any further work on the proposed GMFR PP changes is tabled until comments are received from the Select Boards.
6. **Fire Chief Items** –
  - Purchase of new snow blower – old tractor mounted snow blower inoperable; Chief Hooper obtained three quotes for walk behind units which will allow more flexibility in clearing areas around the Fire Station; he will also check with a vendor recommended by a Fire Commissioner for a possible discount. FC voted (4 in favor, 1 abstention) to authorize the Chief to purchase a new machine at a cost not to exceed \$1775.
  - Forgiving EMS billing of a deceased resident – FC voted to forgive billing of approximately \$265.
  - Disposal of old generator and portable ventilation fan – no response has been received from either Town expressing interest in these items; Fire Chief will dispose of the items through sealed bid process, following the approved protocol.
  - Disposal of inoperable tractor - Chief Hooper will provide the FC Secretary with old tractor information so it may be offered to the Towns for possible use or disposal.

- Fire Station Computer Server – new unit has been installed and is operating; however, there are some issues and the installation process is not yet satisfactory so payment is being withheld until issues are corrected.
  - Chief Hooper and local area Fire Chiefs held a quarterly meeting with Maine State Police Troop A Lieutenant; discussed coordination of response to medical calls involving criminal activities.
  - Chief Hooper provided status on the Ladder Truck repairs.
7. **Proposed GMFR Budget for FY 2016/17** – FC reviewed the proposed budget line by line, with discussion by FC members and the Dayton Budget Committee members. FC voted to reduce the FC Administration account from \$8000 to \$5000. Chief will continue to adjust the proposed budget for further review at the next FC meeting.
8. **Other Items -**
- Lyman Select Board letter of January 21, 2016, regarding a Fire Truck incident on 9/23/15, was read. FC Chair and another FC member will discuss this letter with the Lyman Select Board Chair.
  - There was a brief discussion of funds available in the Ambulance Fund.
9. **Executive Session** - at 8:33 pm FC voted to go into Executive Session per MRS Title 1 Chapter 13, Section 405.6, Personnel Issue. 9:04 pm; FC out of Executive Session; no votes taken; nothing to report.
10. **Medal of Merit** – FC voted to authorize the Chief to award the Medal of Merit to the recommended individual.

**Next Meeting** – 6:30 pm, Thursday, February 11, 2016 at GMFR Fire Station.

**Adjourned** – Meeting adjourned at 9:17 pm.

Minutes compiled by FC Secretary Don Hernon