

Lyman-Dayton Fire Commission (FC)  
Meeting Minutes February 23, 2017

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

Called to order 4:34 pm

**In Attendance:**

Fire Commissioner –FC Jim Roberts, FC Don Herson, FC Amos Gay, FC Paul Reynolds, FC Wendell Smith (arrived at 4:12 pm)

Fire Chief Roger Hooper

**Absent:** FC Chris Boyden; FC Clerk Michelle Ray

**Meeting Items**

1. FC regular meeting minutes January 19, 2017 approved as amended; FC special meeting minutes January 26, 2017 approved.
2. FC voted to approve Regulation 1402, Acceptable Internet Use and Electronic Media Policy.
3. FC Secretary noted that Regulation 1311, Fees for Fire Apparatus, Equipment & Services, is on the agenda for the Joint Select Board meeting scheduled for later this evening, 2-23-17.
4. Fire Chief will discuss possible use of the Fire Station for GMFRA events with the Select Boards, at his convenience.
5. Fire Chief stated that a FF union presentation may be made to the FC at an undetermined date. Fire Chief noted that currently GMFR employee benefits may be changed by Lyman Select Board without employee input.
6. FC reviewed Fire Chief's Quarterly Report for October-December 2016, and voted to accept the report. FC Secretary will forward the report to the Select Boards for their information.
7. Fire Chief reported on GMFR Call Force recruitment and retention; four of eight recent recruits are still on Call Force which currently numbers 40 persons.
8. GMFRA sponsored banquet/awards presentation will be held on Saturday, April 15, 2017 at the Saco Ramada Inn. Fire Commissioners and Select Board members are invited. State Senator Susan Deschambault will be invited.
9. FC reviewed and signed a Memorandum of Agreement regarding personnel support for the York County Incident Management Team. FC Secretary will forward this Agreement and a Disaster Mutual Aid Agreement for York County (signed by FC on May 16, 2013) to the Select Boards for their information, noting that these actions are in accordance with the Interlocal Agreement section 3.4 A(9).
10. Fire Chief provided status of new ambulance being outfitted in North Attleboro, MA. New ambulance is expected to be delivered in early April. Rescue 86 is out of service since its equipment is being installed in the new ambulance.
11. FC reviewed the Treasurer's Report.

12. FC discussed the proposed GMFR 2017/18 budget with the Fire Chief in detail as follows:
- a. **Personnel** – FC discussed alternatives of adding a full time employee or using per-diem shifts to provide a second person at the fire station overnight (7 pm to 7 am). FC voted to recommend using per-diem personnel to provide this coverage and to recommend that adding this coverage be listed as a separate article on 2017 Town Meeting warrants.
  - b. **Operations** – FC reviewed changes in detail noting that Uniforms were moved from Personnel to Operations, and voted to accept the budget as presented.
  - c. **Capital Improvement** – FC reviewed the data and voted to:
    - i. Approve increase in Apparatus Replacement to \$100,000;
    - ii. Reduce ambulance replacement from \$35,000 to \$28,050 from last Year’s surplus;
    - iii. Approve \$32,000 for Facilities Systems Equipment as per detailed spread sheet (includes cardiac monitors lease).
  - d. **Distribution/Review** – Fire Chief will add a Fire Commission Request column to the 2017/18 Budget and distribute the data to FC, Select Board Clerks and Budget Committee Chairs. No date currently set for a joint review with Budget Committees and Select Boards.
13. FC discussed financial loan information provided by Fire Chief, and possible scenarios for replacement of major apparatus. Determined that a special meeting should be held to discuss alternatives.

**Next Meetings** - FC agreed on:

- a. Special Meeting to discuss apparatus replacement – 2:00 pm, Thursday March 9, 2017 at Fire Station.
- b. Regular Meeting – 6:30 pm, Thursday March 16, 2017 at Fire Station.

**Adjourned** - Meeting adjourned at 6:25 pm.

Minutes compiled by FC Secretary Don Hernon