

Lyman-Dayton Fire Commission (FC)

Meeting Minutes March 17, 2016

Joint Meeting with FC, Budget Committees and Select Boards

Location: Goodwin's Mills Fire Station

Called to order 6:30pm

In Attendance:

Fire Commissioner –FC Jim Roberts, FC Wendell Smith, FC Paul Reynolds, FC Amos Gay, FC Don Herson, FC Chris Boyden

Fire Chief Roger Hooper

FC Clerk- Michelle Ray

Dayton Budget Committee-Woody Brown, Nancy Harriman, Laurie Vezina, Paul Reynolds

Lyman Budget Committee-Brad Nikel, Russ Philbrick, Shirley Harrison, Maurice St. Clair

Dayton Select Board- Scott Littlefield, Jarod Harriman, Daniel Gay

Lyman Select Board- Nancy Harrison, Sumner Sanborn, Jeff Demers, John Tibbetts

Fire Department Treasurer- Lisa Vargas

Meeting was recorded and will be placed on town websites. (Note: Recorder did not work so no recording is available.)

1. Fire Department Budget (Fire Chief Review)
 - a. 2% wage increase
 - b. OPS budget is flat; not increase or decrease
 - c. Medical supplies – as of July 1, 2016 will no longer be a one for one exchange at the hospital; supplies must be purchased in house.
 - d. Professional Fees – Ambulance fees for the billing company have been reduced from 7% to 6% based on the number of ambulance calls.
 - e. Facilities – Building Maintenance increase; HVAC system – Chief is looking in to a maintenance contract with TRANE
 - f. Insurance- typically a 10% increase

- g. Utilities – Decreased; price of oil is down, electricity is down since the changeover to LED lighting, internet service increase (no longer free with TWC).
 - h. Radio – stayed the same
 - i. Fleet – the cost for fuel is down, maintenance increased. Fleet service absorbed in the Maintenance line.
 - j. Equipment Maintenance Increase
 - k. Equipment Replacement/Acquisition account – 30 years replacement plan reviewed. 2016/17 replacement plan – replace 2 1/2 “ hose, PPE replacement, Radio/pager replacement, Medical items (Reeves Sleeve), station tool, fittings and appliances, computer replacements.
 - l. Information Systems – no change
 - m. Training/Education – no change
 - n. Programs – reduced \$1300
 - o. Administration – reduced \$3000
 - p. Facilities Systems Equipment Fund – Phase 2 of Radios is scheduled for 2016/17
2. Questions/Comments from Board member
- a. HEP B. Flu Shot, etc. – Can we make employees pay using their personal insurance? If the department requires, then the department pays.
 - b. Upcoming Pharmaceutical cost, are we billing on a menu basis for this? Currently billing on a bundling fee; Basic, ALS, ALS2. Reimbursement rate is better if we bundle, encouraged by insurance to bill this way.
 - c. Training/Education, where did the money go last year? There was a surplus that was moved to cover other expenses at the end 2015/16. Boards requested to know where the money was moved to and why. FC Herson reviewed past FC meeting minutes to account for the movement of the money. If there was a surplus the past few years, why is the department asking for the same amount as in past year and not decreasing the budget request amount? Money is needed to send new and current members for additional training. In the past couple of years we have had no new recruits to send to the Fire Academy, we have five potential new members currently in the observer program and training money is needed to send them to training to retain them as members. Also need to be able to provide further education for current members.
 - d. Personnel – Payroll is constantly over budgeted year after year. Budget Committees want a true budget based on past year numbers.
 - e. Select Boards not happy with the interlocal agreement and current split between the two towns. Lyman Board is looking at requesting a new interlocal agreement by Dec 31, 2016.

- f. Board wants to look at taking some of the money back from the capital truck fund.
 - g. Question of do we need to budget for insurance for all four full time employees, based on the history of no employees taking the offered insurance.
 - h. FD needs to decrease the budget request; year over year budget is over estimated. Need to look at the part time payroll request and decrease by \$14000
 - i. Suggest to recess with no vote and review proposals and meet again for a vote.
 - j. Suggestion to cut \$6000 out of Personnel and \$6000 out of Operations or take \$12000 out of personnel and leave operations as is so a vote can be taken.
 - k. Chief Hooper is looking at billing for MVC services and fire services.
 - l. Budget portion of the meeting adjourned at 8:34pm; no votes taken.
3. FC approved February 11, 2016 minutes with corrections.
 4. FC approved FC Annual Report for Calendar Year 2015
 5. GMFR Personnel Policy – changes currently on hold pending review of proposed changes with Select Boards on April 6, 2016
 6. Disposal of inoperable tractor; waiting approval from Town of Lyman
 7. Executive Session - at 8:58 pm FC voted to go into Executive Session per MRS Title 1 Chapter 13, Section 405.6, Personnel Issue. 9:36 pm; FC out of Executive Session; no votes taken; nothing to report.
 8. Independent Investigation – FC voted to request Attorney David Ordway to recommend an independent investigator to conduct an investigation into the Engine 83 fire hose deployment incident.
 9. Fire Chief's Annual Personnel Evaluation – Due to other pressing business, FC voted to postpone the evaluation until the May 2016 FC meeting.
 10. Next Meetings – Monday, March 28, 2016 6:30pm at the Dayton Town Hall, special meeting with the Fire Chief and Treasurer to discuss proposed FY16/17 GMFR budget.
March 31st meeting CANCELLED.
Wednesday, April 6, 2016 6:00pm at the Dayton Town Hall, joint meeting with Select Boards to discuss proposed changes to the GMFR Personnel Policy.
 11. Adjourned – Meeting adjourned at 9:40 pm.

Minutes recorded by FC Clerk Michelle Ray