

LYMAN-DAYTON FIRE COMMISSION (FC)
Notes from Joint Meeting FC/Selectmen/Budget Committees
January 23, 2014

Note: This meeting was sponsored by the Budget Committees. These notes have been prepared for FC records.

Location: Lyman Town Hall – called to order at 6:35 p.m. by Lyman Treasurer/Chair of Lyman Budget Committee.

Present

Lyman Selectpersons – Victoria Gavel, John Houy, Steve Marble, Ed Sanborn, George Sutton.

Dayton Selectmen – Ted Poirer, Scott Littlefield, Gerry Taylor

Lyman Budget Committee – Lyman Treasurer Lisa Vargas, Stephen Gray, Jeff Demers, Nancy Harrison, Maurice St. Clair, Alyce Swan

Dayton Budget Committee – Nancy Harriman, Daniel Gay

Fire Commissioners: Amos Gay, Ray Demers, Don Hennon, Jim Sotir, Wendell Smith

Dayton/Fire Department Treasurer: Angela Cushman

GMFR: Fire Chief Rod Hooper, Deputy Fire Chief Chad Johnston, Matthew Duros, Thom Hooper, Robert Lang

Absent - Fire Commissioner Jim Roberts.

Handouts prepared by Dayton/Fire Department Treasurer

- Proposed 2014/15 GMFR Budget with supporting material

Votes Taken – None. The FC/Fire Chief presented the details of the proposed 2014/15 GMFR Budget to the Boards of Selectmen and Budget Committees for their information. No decisions were made.

Proposed 2014/15 GMFR Budget

- **Personnel Budget Discussion**
 - Four full-time employees; Fire Chief + three FF/EMTs
 - FF/EMTs work rotating shifts to provide coverage 6 am to 5 pm daily by two persons; Fire Station not manned 5 pm to 6 am except in special circumstances (e.g., storm coverage)
 - Part-time call force employees supplement full-time employees
 - 3 % COL pay raise included in budget for all GMFR employees; no pay raise for past two years, except for longevity raises; GMFR pay raise (if any) should match other Lyman Town employees
 - Lyman Selectmen have not yet determined Lyman Town employees pay raise (if any)
 - Potential savings from Medical Insurance Alternative (about \$5000 per employee/year); three eligible GMFR employees; not included in proposed budget
 - Treasurer’s salary not included; issues with possible separate bonding/liability insurance for that position; Treasurer currently paid by Town of Dayton with portion billed to Town of Lyman

- Proposed increase of 1.48% over 2013/14 Personnel Budget with 3% COL pay raise
- **24/7 Fire Station Coverage Option – New**
 - Would allow one FF/EMT on duty at night 5 pm to 6 am to reduce missed calls and provide faster response times
 - Use per diem employees to supplement full time employees
 - Additional Personnel cost +\$64,200 (total cost is \$76,410, reduced by \$12,212 of call force work that can be accomplished by the per diem employees)
- **Cost analysis of 24/7 Per Diem Program vs. Current Full-Time employees**
 - Going to all per diem employees to replace the current three fulltime firefighters/EMTs would provide minimal cost savings with functional disadvantages
 - Discussion of what staffing plans are used by other nearby towns
 - Discussion of pros/cons of per diem vs full-time employees
 - About five per diem employees needed on roster to fill each per diem position
 - Competition with other area Fire Departments for per diem coverage
 - Expect full-time employees to exhibit ownership of Fire Station facility and equipment, have good knowledge of local service area, and provide better quality of service to town residents
 - Currently some of the full-time GMFR employees work per diem shifts at other fire departments on their days off
 - FC recommends using per diem employees to augment the three full time staff as best practice to achieve 24/7 Fire Station coverage (two employees on duty daytime; one employee at night)
- **Operations Budget Discussion**
 - 12 major accounts; Reductions in 8 accounts; Increases in 3 accounts
 - Utilities – Heating Oil +\$2500
 - Fleet – Subaccount adjustments; net +\$640
 - Equipment – SCBA Hydro Test (new) \$2400; Hose Testing (new) \$2800; after subaccount adjustments, net +\$3950
 - Administration – reduced by \$5000
 - Decrease of 4.75% over 2013/14 Operations Budget

Maine State Revenue Sharing – brief discussion on negative impact on towns’ budgets; final impact unknown at this time.

Ambulance Replacement

- FC proposes replacing 1999 Rescue 6 with a new ambulance
- Funding sources: \$118,731 in ambulance fund + \$56,237 surplus from June 30, 2013; Total \$174,608
- Discussion of expected annual EMS revenue
- Good opportunities available now for ambulance purchases since most orders are placed in summer after regular town meetings
- FC recommends Selectmen authorize special town meeting to provide funding

Fire Truck Replacement

- 1987 Engine 3 out of service based on inspections by certified emergency vehicle technicians; most critical problems are frame and suspension damage; possible repairs appear difficult and expensive; waiting on one additional inspection report
- Purchase of refurbished/Demo Fire Truck - Refurbished apparatus does not appear to be a good option. Flexibility and pre-authorized funding are required to take advantage of demo truck opportunities. Some demo trucks are currently available with most of desired capabilities.
- Approximately \$200,000 currently in Fire Truck accounts (\$100K in each town); could be used as a down payment on replacement truck, with remainder financed at low interest rate
- Discussion on mix of Fire Department vehicles and replacement plan

Sale/Trade Value of Ladder Fire Truck

- Trade-in value of the current Ladder Truck is good, but will decline over time.
- Replacing the current ladder truck with a smaller, more versatile Quint truck needs to be part of a comprehensive, phased approach to Fire Department apparatus replacement plan.

Response to Selectmen Request for Information on 12-12-13

- FC responses sent 1-10-14 and 1-17-14; supporting data on Town websites
- Issues discussed during this meeting

FC Comments - FC commended Lyman Treasurer for conducting an efficient, productive meeting.

Meeting adjourned: 9:15 p.m.

Submitted, as noted, this date of January 23, 2014, by FC Secretary, Don Hernon.