

Lyman-Dayton Fire Commission (FC)
Minutes of Meeting – April 12, 2012

Meeting held at Goodwin's Mills Fire Station was called to order at 6:32 pm.

Present – Fire Commissioners: Jim Roberts, Wendell Smith, Ray Demers, Don Heron; Municipal Fire Chief Rod Hooper; Lyman Treasurer Carol Sanborn; Lyman Assistant Treasurer Carol Stewart.

Absent – Fire Commissioners: Chris L'Heureux, Normand Melancon.

Handouts

- Draft Minutes of 3-22-12 FC meeting
- Draft FC Regulation 1310; Subject: Ambulance and Emergency Medical Services Billing, with supporting documentation
- Memorandum of Agreement between Goodwins Mills Firefighter Relief Association and the Lyman-Dayton Fire Commission/Goodwins Mills Fire-Rescue
- Legal Bill received by Goodwins Mills Firefighter Relief Association from Ainsworth Thelin
- Legal Bills from Jensen Baird Gardner & Henry

Minutes - FC members **voted** to approve minutes of 3-22-12 FC meeting, as amended. FC meeting minutes will be posted on the Lyman/Dayton Town websites.

Fire Commissioner Resignation – FC Secretary **Don Heron** received an email from Fire Commissioner **Normand Melancon** stating that as of April 12, 2012, he is resigning as a Fire Commissioner for the Town of Lyman. A formal letter of resignation will be sent.

Selectmen Review of Proposed Changes to Goodwins Mills Fire Rescue Personnel Policy and the Wording of the Per Diem Referendum Article – The Lyman and Dayton Boards of Selectmen will hold a joint meeting on Tuesday, April 17, 2012 to review the proposed Personnel Policy changes recommended by the Fire Commission letter of March 22, 2012, and also to review wording for the Town referendum article to present an additional Fire Station Staffing option to Town voters in June 2012.

Draft FC Regulation 1310; Subject: Ambulance and Emergency Medical Services Billing – FC members discussed information provided by **Chief Hooper** concerning billing for services in hardship cases. **Chief Hooper** will revise the draft regulation to incorporate the charitable assistance program. **No vote was taken.**

Review of Legal Bills from Jensen Baird Gardner & Henry – FC reviewed legal bills from this law firm concerning the FEMA grant and the transfer of assets from Goodwin's Mills Fire-Rescue Incorporated to the Towns of Lyman and Dayton. **Chief Hooper** will request that the law firm provide a schedule of events from June 2011 to date that shows the progress of the FEMA grant and the transfer of assets. Two versions will be requested: One showing event dates; one showing event dates and associated legal costs. This information will be requested for review on April 19, 2012.

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Review of Legal Bill from Ainsworth Thelin – FC reviewed legal bill from this law firm concerning the transition to the Goodwins Mills Firefighter Relief Association, to decide whether to forward the bill to the Towns for payment. FC agreed that this bill should be forwarded to the Towns, and that any additional bills should be paid by the GMFRA.

Memorandum of Agreement between Goodwins Mills Firefighter Relief Association and the Lyman-Dayton Fire Commission/Goodwins Mills Fire-Rescue – This MOA refers to Article 3.6 of the Purchase and Sales Agreement that transferred assets from Goodwins Mills Fire Rescue Incorporated to the Towns of Lyman and Dayton, and specifies responsibilities for the Lyman-Dayton Fire Commission and the Goodwins Mills Firefighter Relief Association. FC reviewed and **voted to accept** the MOA.

Third Full-time Firefighter Interviews – FC members will participate in the interview of candidates for the full-time position on Tuesday, April 17, 2012. Candidates have previously completed Fire Department interviews, and passed the Fire Department Physical Agility Test.

HazMat Training – **Chief Hooper** has completed a 24 hour course in Hazardous Materials Training.

Administrative Assistance for the Fire Commission – Funds have been included in the FY 2012/2013 Fire Department budget for administrative assistance. **Chief Hooper** will investigate on how to best provide this function.

Next Meeting- Next regular Fire Commission meeting will be on Thursday, April 19, 2012, 6:30 pm at Goodwin's Mills Fire Station.

Adjourned - Meeting adjourned at 7:54 pm.