

Lyman-Dayton Fire Commission (FC)

Meeting Minutes June 22, 2017

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

Called to order 6:30pm

Meeting was not recorded

**In Attendance:**

Fire Commissioner –FC Jim Roberts, FC Don Hernon, FC Paul Reynolds, FC Chris Boyden, FC Amos Gay

Fire Chief Roger Hooper

FC Clerk- Michelle Ray

Absent: FC Wendell Smith

Called to order 6:30pm

1. FC Minutes – Regular meeting May 18, 2017 approved.
2. Both Town Meeting articles to appropriate funds to cover projected 2016/17 GMFR personnel budget shortfall were passed in Lyman and Dayton.
3. Lyman Select Board changes; Nancy Harrison and Ed Sanborn are no longer on the Board. Bill Single and Dave Delong are the new Select Board members.
4. FY16/17 Budget Expenditures:
  - a. Personnel will be over for the fiscal year; one more payroll cycle plus two days.
  - b. MVC billing started in the middle of May; may take up to 90 days before seeing any trends.
  - c. Total overall budget should balance; personnel will be over and operations will be under.
5. Medical Director: Dr. Rob Brown
  - a. Chief Hooper would like approval to bring Dr. Brown on starting July 1, 2017 as the Medical Director for GMFD
  - b. Dr. Brown will act as the liaison for Emergency medicine; how to plan and how to help prepare the patient for what will happen upon arrival at the Emergency Department.
  - c. He will provide feedback to EMS providers.
  - d. Dr Brown is Board Certified in Emergency medicine, Paramedic for twenty years, was the EMS Chief in Limington for a couple of years and was the Medical Director for three different departments in the Fort Drum area previously.
  - e. In the beginning Dr. Brown will review only certain calls and patient refusals for transport.
  - f. Motion to approve Memorandum of Agreement between Dr. Rob Brown and GMFD; Approved.
  - g. FC Secretary will send a copy of the MOA to Lyman and Dayton Select Boards for their information.

6. Ladder 82 Repair status: If MMA pays for the repairs then the deductible would have to be paid by the Town; if claim is done through Casella, then there is no deductible.
  - a. Casella called to see who to send the check to for the repairs. \$26,375.85 does not cover the damage to the waterway; Chief needs to prove that the waterway damage was due to the accident.
  - b. The \$26,375.85 covers the repair cost, administrative cost, travel expenses, etc.
  - c. MMA has asked the appraiser to give cash value for the truck to see if the truck can be totaled.
  - d. FC Gay is concerned with going directly with Casella; would rather go through MMA and pay the deductible in case problems come up down the road.
  - e. Chief will not accept any agreement that is final; need to have an agreement for any down the road cost.
  - f. Chief questioning if FC wants to put the money into repairing a 30 year old truck.
  - g. FC recommends to get repaired and certified; keep the truck for another year and review in the next FY.
  - h. Option for Northeast Fire Apparatus to find and refurbish a truck for GMFD.
  - i. FC agrees to go with Casella and get the repairs done to the truck.
  - j. Chief says to wait and see what the agreement says.
  - k. Chief Hooper is looking for approval to repair Ladder 82 from the damages sustained from the Casella trash truck; Approved.
7. Status of Joint Select Board review of ILA & GMFR Personnel Policy; No update.
8. Call Volume as of June 22, 2017
  - a. 727 calls FY/ 687 calls FY15/16
  - b. FC would like to know how many members we need to have on the roster to run the department. 41 call force members (about where we need to be) and would like 6 Fire/Police (we currently have 3).
  - c. How many are needed for EMS calls? A level 3 people; B level 7 people (extrication, move, lift assist, etc.); C Level 3 people (one must be ALS); D level 8 people (Paramedic level call); E Level (Cardiac Code) 10 people (at least one Paramedic and one AEMT).
  - d. How many needed for Fire calls? Fire Alarm sounding 3 people; Hazards call (2 in 2 out plus EMS) 10 people; 2<sup>nd</sup> Alarm 20 people; 3<sup>rd</sup> Alarm 3 people. A 2<sup>nd</sup> and 3<sup>rd</sup> Alarm call can/will be filled with mutual aid departments.
  - e. Need to use FY numbers not calendar year numbers when doing the budget.
  - f. Figure out how many hours are used per call.
  - g. American Public Safety Academy works with this data; Chief Hooper has sent data to have them review and help with the personnel budget.
  - h. 2016 there were 83 A level calls and 93 Delta level calls.
  - i. Looking at forming three different committees; one to look at staffing, one to come up with a funding formula/regional staffing and one for apparatus replacement.
9. Chief Hooper requested Executive Session for a personnel matter.
10. FC Amos Gay would like to thank FC Paul Reynolds for his service to the Fire Commission.
11. Next regular FC meeting 6:30pm July 20, 2017.
12. **Executive Session** – at 7:48 pm FC voted to go into Executive Session per MRS Title 1 Chapter 13, Section 405.6.A, Personnel Issue. 7:58 pm; FC out of Executive Session; no votes taken; nothing to report.

13. Fire Chief reported that two new fire service students will start at GMFR at the end of July.
14. Meeting Adjourned at 8:00 pm.

Minutes recorded by FC Clerk Michelle Ray