

**Lyman-Dayton Fire Commission (FC)
Minutes of Meeting – August 25, 2011**

Meeting held at Dayton Town Hall was called to order at 6:35 pm.

Present – Fire Commissioners: Jim Roberts, Ray Demers, Chris L’Heureux, Wendell Smith, Don Hernon; Lyman Treasurer Carol Sanborn; Goodwin’s Mill Fire Rescue (GMFR) representatives: President Normand Bilodeau , Chief H. Rodney Carpenter; Lyman Selectmen Leo Ruel, Steve Marble; Dayton Selectman Mike Polakewich; GMFR member Tom Hooper.

Handouts-

1. Draft Minutes of 8-4-11 FC meeting
2. Status of Action items from Joint meeting held 8-8-11 with status as of 8-15-11
3. Draft P&S Agreement Towns of Lyman–Dayton and GMFR dated 8-22-11
4. Lyman Town Attorney email dated 8-25-11 regarding Use of Funds Allocated by Lyman Town Meeting for the Fire Chief and Additional Firefighter
5. Proposed Amendment to Interlocal Agreement dated 8-25-11
6. Draft Town of Lyman Fire-Rescue Personnel Policy dated 8-25-11

Minutes - FC members voted to approve minutes of August 4, 2011 FC meeting. FC meeting minutes will be posted on the Lyman/Dayton Town websites.

Additional Lyman Fire Commissioner – There are two Lyman FC members (Wendell Smith and Don Hernon). Lyman Selectmen have interviewed Mr. Normand Melancon to serve as an additional Lyman Fire Commissioner, and expect to appoint him at their next Board of Selectmen meeting.

Municipal Fire Chief Interviews – The FC will proceed with interviews of the Municipal Fire Chief Candidates who passed the FC Physical Agility Test (PAT), after the legal agreement between the GMFR Corporation and the Towns of Lyman and Dayton is signed, and the Municipal Fire Department Personnel Policies are approved.

Municipal Fire Chief Applications – Fire commissioner **Jim Roberts** has custody of the Fire Chief applications in a locked cabinet in the Dayton Town Hall.

Municipal Fire Department Personnel Policy – Lyman Town Attorney provided a draft Town of Lyman Fire-Rescue Personnel Policy dated 8-25-11 via email which was received just before the FC meeting. Copies were provided to participants at the meeting, but the document was not discussed.

Proposed Amendment to Interlocal Agreement-The proposed amendment to the Interlocal Agreement, which provides a transition plan for GMFR employees to become Town of Lyman Municipal Fire Department employees, was discussed with the following comments:

- GMFR Chief Carpenter asked if the current GMFR medical provider Workwell would continue to be used by the Municipal Fire Department. Item to be discussed further.

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- GMFR Chief Carpenter asked if GMFR employees would have to undergo a medical examination to become Town of Lyman employees. Answer is yes for full-time employees. Medical examinations for part-time and on-call employees will be discussed further.

Transfer of GMFR Functions and Assets to the Towns of Lyman and Dayton – The revised Draft Purchase and Sales (P&S) Agreement provided by the Lyman Town Attorney, dated 8-25-11, was discussed with the following comments:

- Mutual Aid contracts should be listed in the P&S Agreement.
- No comments have been received from GMFR on the draft agreement, which is being reviewed by the GMFR Attorney.

Use of Funds Allocated by Lyman Town Meeting for the Fire Chief and Additional Firefighter- Lyman Town Attorney email dated 8-25-11 analyzed relevant Lyman Town Meeting Articles and concluded that the Articles as written appropriate funds for the Joint Municipal Fire Department, and not for use by GMFR prior to the new department's formation.

Town Funds Paid to GMFR – Lyman is currently allocating one-twelfth of the annual fire services cost to GMFR on a monthly basis. Dayton has not allocated any funds to GMFR this fiscal year. Item to be discussed further.

MMA Insurance Quotes –Maine Municipal Association (MMA) Insurance underwriter Susan Caston provided an insurance quote for the Municipal Fire Department on 8-16-11, for coverage as part of the Town of Lyman policy. The insurance quote seems low in comparison with the current GMFR policy. It was agreed that a review of the MMA quote should be conducted after the value of the modernized Fire Station building is verified. Currently GMFR Rob Lang is having an independent appraisal performed.

Joint Meeting of Lyman and Dayton Boards of Selectmen - The Lyman and Dayton Boards of Selectmen will meet on Monday, August 29th to discuss the Draft P&S Agreement dated 8-25-11, the Draft Town of Lyman Fire-Rescue Personnel Policy dated 8-25-11, and the Proposed Amendment to Interlocal Agreement dated 8-25-11.

GMFR Regulations – The FC did not discuss the GMFR Regulations for initial use by a Municipal Fire Department.

Next Meeting –The Lyman-Dayton Boards of Selectmen will meet on Monday, August 29, 2011, 7:00pm at the Dayton Town Hall. The FC will meet on Thursday, September 1, 2011, 7:00pm at the Dayton Town Hall.

Adjourned - Meeting adjourned at 8:00 pm.