

**Lyman-Dayton Fire Commission (FC)**  
**Minutes of Meeting – September 8, 2011**

Meeting held at Dayton Town Hall was called to order at 6:30 pm.

**Present** – Fire Commissioners: Jim Roberts, Chris L’Heureux, Wendell Smith, Don Herson; Goodwin’s Mill Fire Rescue (GMFR) representatives: President Normand Bilodeau , Chief H. Rodney Carpenter, Deputy Chief Karen Wheeler, Captain Ben Harris; Lyman Selectmen Leo Ruel, Norm Hutchins, Steve Marble; Dayton Selectmen Ted Poirer, Mike Polakewich, Scott Littlefield; Lyman Treasurer Carol Sanborn; Dayton Treasurer Angela Cushman; MMA Insurance Representative Marcus Ballou.

**Absent** - Fire Commissioners: Ray Demers, Normand Melancon.

**Handouts-**

1. Draft Minutes of 9-1-11 FC meeting
2. Revised MMA Insurance Quote dated 9-7-11
3. Summary of Changes to Municipal Fire-Rescue Personnel Policy prepared by **Jim Roberts**, based on Discussion at 9-1-11 FC Meeting
4. GMFR Attorney Letter dated 8-15-11 with comments on Proposed Sale by GMFR of Assets to Towns of Lyman and Dayton

**Minutes** - FC members voted to approve minutes of September 1, 2011 FC meeting, as amended. FC meeting minutes will be posted on the Lyman/Dayton Town websites.

**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.

**Insurance Quotes** –Mr. **Marcus Ballou** of Maine Municipal Association Insurance reviewed the revised MMA insurance quote for the Town of Lyman Fire Department Only, which reflects vehicle and equipment values provided by GMFR. Mr. Ballou explained the proposed coverage and answered questions. It was determined that **GMFR** needs to update the replacement cost of Fire Department vehicles marked as “Y” on the Vehicle Listing and to verify that all mobile equipment is listed on the Mobile Equipment listing. GMFR representatives stated that GMFR will renew their current insurance policy for three months, as an interim measure. Mr. Ballou left at 7:15 pm.

**Municipal Fire Department Personnel Policy** – Fire Commissioner **Jim Roberts** presented a list of changes to the Draft Fire-Rescue Personnel Policy based on the discussion at the 9-1-11 FC Meeting. These changes were discussed with minor changes made. Jim Roberts will send out a clean copy with all changes incorporated for review by all parties.

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**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. Changes were made to Section C, Employee transition procedure, paragraphs 3 and 4. **Mike Polakewich** will provide proposed wording for the return to work time frame for any employee who is out on leave at the time of the transition.

**Transfer of GMFR Functions and Assets to the Towns of Lyman and Dayton** –The Draft Purchase and Sale Agreement dated 8-22-11 was reviewed with respect to comments provided by GMFR attorney Thomas Ainsworth in a letter dated 8-15-11. The Selectmen decided to take action on two items:

- Add an automatic termination of the proposed Lease upon closing of the sale of GMFR's improved real property and listed personal property.
- Request an opinion on the addition of a "hold harmless provision" by the Towns in favor of GMFR for events after the Towns take over fire and rescue operations.

**Don Herson** will write up these comments and send them to the Boards of Selectmen to be forwarded to the Town attorneys for review. ( Note: Sent to Carol Sanborn and Angela Cushman via email on 9-9-11)

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

**Next Meeting** –The FC will meet after comments are received from Town attorneys on documents as noted above.

**Adjourned** - Meeting adjourned at 8:34 pm.