

**Centerville-Osterville-Marstons Mills Fire Department**  
**Fire Commissioners' Meeting**  
**April 22, 2019**  
**Minutes**

The Board of Fire Commissioners meeting opened at 1714 hrs. Fire Commissioners Macallister, Riley and Frank were in attendance along with Chief Winn, Deputy Eldridge, M. Rogers and K. Thut.

Roll call was taken. A motion was made and seconded to accept the minutes from the March 18, 2019 meeting. There was 1 ambulance waiver presented and approved.

CORRESPONDENCE

Executive Session requested at May Fire Commissioner meeting.

PERSONNEL

- C. Schneckloth – out on a back IOD since 8/10/16. Retirement initiated and required medical evaluations begun.

FIRE PREVENTION

The Fire Prevention Association of Massachusetts monthly meeting was held in Auburn this past month. This was a quarterly meeting. The morning session was presented by Matt Murray, Chief Code Compliance Officer DFS on ticketing and on hood and duct cleaning. The afternoon session was presented by Jake Nunnemacher, Fire Protection Engineer DFS on review and permitting of marijuana grow facilities and retail stores.

There were (3) site plan reviews in March. Salty Cow Ice Cream at 776 Main Street Osterville, Pretti Aesthetics nail and skin care salon Bell Tower Mall, and Carl Riedell demolition and rebuild of rear storage building. Construction of the office building on Route 132 and Aimee Bakery continued with both projects nearing completion. The cleanup of the former painting facility at 703 Main Street was completed and Clean Harbors was contracted to remove all of the hazardous materials left by the previous tenant.

This past month a total of (99) permits were issued by the Fire Prevention Office while collecting \$2355.00 in permit fees. Resale inspections of homes was the most common type of permit (62) and inspection (65). Overall the Fire Prevention Officers completed 272 inspections and/or activities (35) of which were Senior Safe Grant visits.

DISPATCH

As was anticipated the first quarter statistics regarding dispatched events are down substantially as compared to last year, due primarily to the two major storms in March of last year. COMM units were dispatched to 352 calls in March, as compared to 594 the previous March. That gives us a first quarter total of 1054, off 242 when

compared to the previous year. Of the 352 calls, 247 were EMS and 105 were fire or service related events. Calls dispatched for Cotuit Fire Department show a similar pattern, with 53 calls last month, as compared to 123 the previous March.

Since the middle of March we have been attempting to identify and correct a problem which causes three major software programs we use to go off line, requiring a restart of each program on each computer. It appears to be related to momentary drops of the internet and effects our CAD system, logging recorder for telephone and radio traffic, and the Fire House program. Outlook, which we use for paging and email, appears unaffected. We are logging all incidents. The Deputy and Captain Sargent are working with Thrive, Comcast, and Symposium to identify a cause and solution. Also in March, the VHF Marine Band antenna on our radio tower at Station One was replaced. It was damaged in last year's storms, the new antenna is mounted higher and is picking up marine radio traffic from most of Nantucket Sound and Woods Hole passage.

EMS

Although 6 months behind schedule, the new ambulance is expected to arrive in early May. It will take about 2 weeks to stock it, etc. until it's finally in service. M+M rounds are now offered at COMM every month vs. every other month (one month live, the next on video). All personnel should easily be able to attend the required 2 each year.

Of operational note, Cape Cod Ambulance has closed. COMM staff have been advised to call Coastal or Brewster should they need a private transport. **There was a discussion re the possible impacts on COMM.** COMM taught a *Stop the Bleed* class on 4/16 at the request of the Osterville Library. There were 11 attendees and great participation. The Town of Barnstable has requested future offerings. A tremendous amount of work has been done to transition to the new version of ImageTrend including new PCR templates and training of all staff.

A group of 10 were honored to attend the Red Cross Heroes Breakfast honoring Sean Gannon on April 5th.

Comstar has begun auditing all of our ePCRs to ensure compliance with the new requirement that we either obtain a patient's signature OR report a very good reason why the patient was unable to sign. Failure to comply will result in non-payment by Medicaid and Medicare. Comstar (as Medicaid/Medicare will) has even gone so far as to flag those PCRs that indicate "PUTS" but are not supported by the narratives or vital signs. Per Comstar, COMM EMS is doing a terrific job with only a 7% return rate vs. a 20% average for their clients (and improving every month.)

BUILDINGS AND GROUNDS

At Station 1, completed barrier on apparatus floor mezzanine for OSHA compliance, included cleaning of rails and floor. The lock on the side door in the bay was repaired and lawn equipment is being prepped for the season. The fenced area around the station was cleaned up by Briggs Landscaping and the lawn beds have been raked out and are ready for fertilization. **An outside vendor will be hired to mow at Station 1.**

EQUIPMENT

- Major repairs were needed on 306, 325 and 327 this month. Repaired the gear case that failed on 306 as a result of getting stuck at a brush fire. Ordering the part took over a week but was installed quickly after that. The brakes on 327 needed a new compressor and air dryer (serviced it while on lift.) Poor engine performance was the impetus to replace injectors, injection pump and EGR coolant valves on 325. Smaller repairs need on 307 (coolant level sensor), 306 (seat belt and grab handle replaced and 324 (replaced knox box after key got stuck in first one.) Routine service was performed on 304, 321, 328 and 329 as well as the Station 1 generator.

**OPERATIONS**

**Car seat installations:**

- # March: 3 (same as February)
- March OT hours: 0 (same as February)
- March OT costs: 0 (same as February)

**BUDGET**

FY 2019 is beginning week 43/52 or 82.6% complete. Please see attached information. **Salary line is on target YTD at 82% and OT is under at 67%. The maintenance line is over the budget line but overall category is still within spending limits. Chief imposed a spending freeze on April 11 (excepting contractually obligated spending.) An article will be proposed at the District Annual Meeting for \$150k to pay for CBA obligations (in addition to the ~\$70k that will be encumbered during this FY.) Chief gave an update on the articles approved by the Prudential Committee last month (Mechanic’s vehicle removed, remainder approved.)**

**TRAINING**

Training completed for **MARCH**

- AL-1 307 set-up operations, pinning the waterway and tip controls
- Brush Fires
- Tool & Equipment Training - Vent & Chain Saw Review
- **SOG Reviews:**
  - 03.02.03 - Brush Breaker Operations
  - 03.03.18 - Brush wildland Fires
  - EMS - HIPPA review - Lt Davern

Required Monthly Training for **APRIL & MAY**

- SCBA mask FIT testing
- Forestry Truck – Off-road driving practical
- Marine 310 Training – Lt. Goodearl
  - Classroom and practical
  - 310 man overboard drill
  - 13’ Boston Whaler operations
- MPO-BPO basic pump operations
- COMM water pump stations – orientation
- SOG reviews:

- 03.03.19 - Boat Fires
- Inventory Marine 310 and Boston Whalers
- 03.03.02 - Apparatus Assignments

Massachusetts Firefighting Academy Program:

- April 29<sup>th</sup> thru May 2<sup>nd</sup> COMM FD will be hosting a Rope Rescue Operational Program. **Instructors are currently seeking an appropriate venue to include rope work (repelling.)**

**Lt. Goodearl has been tasked with taking over the training responsibilities of the boat program from Capt. Burchell including reviewing SOGs (boat fires at the docks, etc.)**

**Lt. Arrascue attended NFPA class on managing a solar panel array fire (Barnstable Transfer Station). An SOG will follow.**

COMMITTEES

PLANNING

- Security System vendor chosen. Work to be completed by July 1. **Valley Communications has been chosen. Notification made to all vendors that bid.**

MISCELLANEOUS

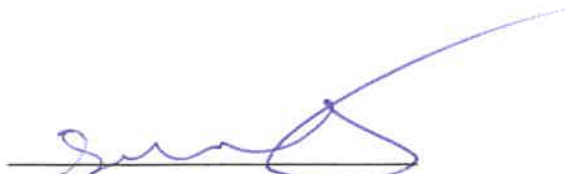
- April 29-May 2 – Ropes course
- May 1 – Open Burning ends
- May 13-16 – ATIRC class **(Day 3 will include political folks to observe)**
- May 20 – District Voting
- May 21 – Annual Meeting **(will be held at Station 1)**
- May 23 – “Fully Involved” at Ocean Edge/Brewster **(hosted by BCFA)**
- May 27 – Centerville Memorial Day Parade
- May 31-June 1 – EVT Driving Class – Barnstable FD **(Lt. Davern & Dave Scott to attend)**

**Chief Winn displayed a proof copy of the 2018 Annual Booklet.**

NEXT MEETING

**Meeting adjourned at 1750 hrs. The next meeting is scheduled for May 20, 2019 at 1700 hrs.**

Respectfully submitted,



Scott Frank, Clerk

Typed by KT