

**Centerville-Osterville Marstons Mills Fire Department**  
**Fire Commissioners' Meeting**  
**July 17, 2023**

**CALL TO ORDER:** This meeting will come to order at 1701 and will be recorded. We will begin our meeting with public comment. If you wish to provide public comment, please raise your hand, and wait to be called on by the chair. Speakers should identify themselves when called on to speak. Each speaker may have a minimum of three minutes. To be complaint with the Open Meeting Law, the board may choose not to engage in discussion on a particular comment but may wish to include the topic on a future agenda. The Board of Fire Commissioners strives to maintain an orderly and peaceable public meeting environment.

Fire Commissioners Macallister, Riley, and Brown were in attendance along with Chief Winn, Deputy Eldridge, N. Kennedy, and M. Rogers (Local 2346).

Roll call was taken. A motion was made and seconded to accept the minutes from the June 19, 2023 meeting. There were no ambulance waivers.

#### CORRESPONDENCE

Vineyard Wind invited officials from COMM Fire on Friday, July 21<sup>st</sup> to attend a site visit to the windmill farm that is installed 24 miles south of Martha's Vineyard.

#### PERSONNEL

New hires Casey White, Abigale Corey, and Jessica Mosher started their two-week orientation on July 3<sup>rd</sup>. Their first days on shift begin July 15<sup>th</sup> and July 16<sup>th</sup>.

Rich Sahl will be returning to duty July 14<sup>th</sup>. Rich has been out since November 2022.

Zach Hunter is out on IOD due to a shoulder injury. Zach is due to return on July 19<sup>th</sup>.

#### FIRE PREVENTION

This month marked the final session of our Jr. Firefighter Programs for the fiscal year. This month's session was an apparatus demo with Engine 305, allowing the children to spray a firehose, t-shirts, and certificate presentations. Quarterly inspections took place at both 120 South Main (Cape Regency) and 22 Richardson Rd. (Harbor Point). Annual inspections took place at two of our larger commercial buildings: Oyster Harbors Club, and the 381 Building in Marstons Mills. Although commercial inspections are completed daily throughout our district, these two are worth noting due to their size, location, and hazard danger potential. Both FPO's, along with Deputy Eldridge, also completed a walkthrough of the Wayfair Property abutting Osterville Main St. and East Bay Rd, Osterville.

Both FPO's were also in attendance at the Annual Best Buddies Challenge located at Craigville Beach in Centerville. FPO's inspect the event/tent the day prior to the event, and then remain on location for the duration of the event the following day. This is one of the larger events that take place within our district and draws crowds in the thousands. **During the event, the tent allows room for up to 1500 individuals.**

Both FPO's attended the monthly FPAM meeting in Auburn. This month's topic was "Fireworks, Permitting, Safety & Code" with a presentation from Matt Murray of DFS. Both FPO's were also in attendance at our quarterly "All-Officers" meeting held at headquarters, with a presentation and site visit from Lt. Hill regarding photovoltaic systems

and the dangers of battery energy storage systems (BESS). **On June 20, 2023, all Officers did a walkabout at Cape Resources and 810 Wakeby Road to go over photovoltaic systems.**

This month also marked our first official meeting of our new “Community Outreach Team”. Lt. Hill has developed a team made up of 10-12 department members whose main purpose is to help educate members of our community and focus on preventative measures. Team members will assist fire prevention in “Senior Safe” visits along with visits to schools, libraries, daycares etc. in hopes of assisting senior citizens and educating our youth. **All members obtain certifications Fire Instructor 1 and Fire Prevention Officer 1.**

This past month a total of (62) permits were issued by the Fire Prevention Office while collecting (\$1650) in permit fees. Resale inspections of homes were down this month but remained the most common type of permit (27) and inspection (28). Overall Fire Prevention completed (169) inspections and/or activities, (25) of which were CRR/Senior Safe inspections.

## EMS

Continue to meet with ambulance vendors on specifications and pricing. **Chief Winn discussed information received from ambulance vendor that the ambulance that was ordered in FY22 cost has gone up without any notice to COMM. Chief Winn discussed going to bid for ambulances approved in FY22 and FY23.**

Updating/upgrading worn EMS equipment.

New A-324 is due to arrive late August, anticipating mid-September in service date.

EMSO Davern will be attending the Image Trend Conference in Minnesota July 18<sup>th</sup>-21<sup>st</sup>. New version of NEMSIS reporting required in October. **Image Trend is the state vendor for NEMSIS.**

Several hours spent instructing 3 new employees on reports, equipment, and ambulance overview.

## DISPATCH

During the month of June COMM dispatched 467 calls. The six-month total of 2568 reflects an increase of 240 calls over the same period last year. Of the 467, 289 were EMS or Motor Vehicle Related, 149 Fire or Service related, and 29 were Senior Safe Visits by Fire Prevention Officers.

COMM also dispatched 75 calls for Cotuit for a six-month total of 397, which is up by 37 runs compared to last year. In addition, Cotuit Fire Chief Brown along with Dispatch and IT Director Rich Sargent, made significant changes to the Cotuit dispatch procedure. Expanded call types for Cotuit responses now more closely mirror COMM responses.

Chief Winn approved the hiring of one additional part-time dispatcher. Jennifer Van Gelder begins her training starting the beginning of July and brings experience from a single person dispatch handling the Northern zone of New Hampshire for the New Hampshire State Police.

**Chief Winn discussed that new alarm cards are in place to help streamline mutual aid and pull from departments a far instead of depleting surrounding departments. Also, when COMM responds to a fire, Cotuit will send an ambulance to the scene to help with protecting the residents and firefighters.**

**Barnstable/Yarmouth/Sandwich RECC has received the first phase of the grant for a new dispatch facility.**

## EQUIPMENT

A326 - Service engine light came on again, brought to Allegiance for exhaust cleaning. Also serviced engine and filters and replaced both front tires.

A327 - Replaced faulty door latch on patient rear loading door, replaced leaking heater valve in engine compartment, replaced all four shocks, installed new screws on compartment glass, adjusted door and made a new door catch, replaced turbo charger and air cooler.

E303 - Replaced faulty door latch which was causing the door not to latch.

E305 – Cape Tire replaced four rear tires. Replaced six batteries and replaced Inside door handle jump seat latch bracket.

E306 - Serviced engine and filters, lube and repaired all four steps with new bumpers, replaced discharge compound gauge and water level sensor, and replaced turn signal switch on steering column.

L307 – welded four (4) wheel **chock** holder brackets.

Contacted dealerships regarding purchasing trucks 308 and 322.

New hire training. **Mechanic Randall went over apparatuses operations with new hires.**

## TRAINING

### August Training:

- 1.) FireRescue1 Academy: FO- The Company Officer (1 hour) (ISO T3)
- 2.) Hurricane Toolkit/Procedures (ISO T2)
- 3.) FireRescue1 Academy: Emergency Vehicle Driving Dynamics (ISO T5) (1 hour EMS Credit/CAPCE Approved)
- 4.) Building/Area Familiarization: Schools (ISO T8)

### Training Hours:

Month: June

# of Member's Reporting: 43

Total Hours: **252:55**

*(The above was recorded in FireRescue1 Academy and includes firefighters and officers)*

Two-week orientation for the new hires was completed on July 14<sup>th</sup>. Nine days for a total of 75.5 hours. **Chief Winn mentioned that the total hours for new hire orientation was a whole department effort.**

## OPERATIONS

### **Marine Division**

Marine 310 is in service in the water at Crosby Yacht Yard. The fire pump was placed back in service. The Department has responded to nine marine-related Incidents through June 30, 2023. There have been 39.5 hours of operator-based, and 99.75 personnel hours total of underway time logged as of June 30. All small boats are in service at their respective stations.

### **Dive Team**

The Dive Team conducted its monthly training in Hyannis Port as part of a joint training with Hyannis FD and the Barnstable Harbormaster Office. The topic was a missing boater following collision with the Hyannis Port breakwall and involved deployment from marine units. **Saturday July 8, 2023, the dive team was dispatched to Old Silver Beach, Falmouth for reported swimmer in distress.**

## BUILDINGS AND GROUNDS

Lawn maintenance at all stations.  
Cleaned signs at Station 1 and 2.  
Painted gas and diesel covers and labeled.  
Cleaned apparatus bay drain at Station 2.  
Repaired overhead door #2 at Station 2.  
Cleaned condensing unit at Station 1.  
New irrigation control for Station 3.

## BUDGET

See attached budget sheet.

## PLANNING

## COMMITTEES

## INFORMATION TECHNOLOGIES (IT)

Completed installation of a large monitor in the Lieutenants office at Station 1 for use in training, many of the current training programs for Fire and EMS are now done through video or livestream. Currently in the process of installing additional computers in each station for this purpose.

Purchased replacement computers for all district desktops that are nearing 4 years of age. They will be placed in service over the next month.

Purchased laptops for all Captains so they will be able to always access all department files as well as RedNMX.

## MISCELLANEOUS

Ambulance Certified Public Expenditure (CPE) Program funds for FY22 have been disbursed to all participants. COMM received \$261,139.00 in funding for FY22.

**Recognition Night will be held on Monday, October 16, 2023 at 5:00pm.**

## ADJOURNMENT AND NEXT MEETING

**Meeting adjourned at 1739hrs. Next meeting August 21, 2023 at 5pm.**

Respectfully Submitted,



Doug Brown, Clerk