

**Centerville-Osterville-Marstons Mills Fire Department**  
**Fire Commissioners' Meeting**  
**February 15, 2017**  
**Minutes**

The Board of Fire Commissioners meeting opened at 1700 hrs. Fire Commissioners Riley, Macallister, and Frank were in attendance along with Chief Winn, Deputy Chief Eldridge, K. Thut and attorney M. Kelley.

Roll call was taken. A motion was made and seconded to move into a special executive session "to discuss strategy with respect to collective bargaining or litigation." The regular business meeting resumed post-executive session.

At 1702 hrs a motion was made and seconded to exit executive session and resume the regular business meeting.

A motion was made and seconded to accept the minutes from the January 9, 2017 meeting. Several ambulance waivers and payment plans considered and approved (**see attached.**) There was no public comment.

CORRESPONDENCE

PERSONNEL

- C. Schneckloth – out on a back IOD since 8/10 – no return date imminent. **Chuck checking in on a regular basis.**
- J. McGonigle – returned from a back IOD on Feb. 14. **Worked light duty in records room.**
- C. Adams – returned from a shoulder IOD on Jan. 18.
- A. Travers – returned from sickness due to finger surgery on Feb. 1.
- D. Ferola – IME on shoulder rescheduled for February 28. **Seeking a third party reading of MRI.**

FIRE PREVENTION

**Letter from Fire Marshal congratulating COMM on granting of SAFE grant for 2017. COMM FF Association has donated a \$1k grant to program as well.**

At the end of the month the department was notified that our SAFE Grant Application has been funded for 2017. The department will receive \$3102 for our school programs and \$2996 towards our senior programs. This funding will be very helpful in continuing these important programs in 2017. The COMM Firefighters' Assoc. donated of their CC Foundation grant to the senior-side as well (see attached) giving the program a total of \$7098 this year.

On the commercial building side the Craigville Beach Bath House interior renovations are well under way towards completion of that two year project. The Tradewinds Condominium project has begun construction of its last 3-unit building. This will finally complete a project that was started in 2006. Habitat for Humanity has begun road construction on a new subdivision on River Road in Marstons Mills, when completed the project will provide four new affordable homes for area residents.

On the training side both inspectors attended the monthly Fire Prevention Association of Massachusetts meeting in Auburn, Massachusetts. Training this past month was on the Massachusetts Safe Cigarette Program. This program aims to reduce the number of cigarette-related fires in the Commonwealth by requiring cigarettes to be self-extinguishing. Monitoring of the program's effectiveness by local fire investigators is critical to its continued success.

Also, this past month Inspector Grossman put together a 2-hour program on smoke alarm requirements for selling existing homes. The program was principally designed for real estate agents to better educate them on the requirements for passing a fire department inspection. Currently, 50% to 60% of inspections fail the 1st time for a number of different reasons. The first three classes were held at the Centerville Station this month with over 80 agents in attendance. With Inspector Grossman's efforts we expect a reduction in the failure rate for these inspections. Additional classes will be held in February. **Chief applauded the efforts of both FPOs and discussed extending to all FF groups. Next year we will repeat.**

This past month a total of 67 permits were issued by the Fire Prevention Office while collecting \$1555.00 in fees. Resale inspections of homes was the most common type of permit (36) and inspection (57). Overall the Fire Prevention Officers completed 214 inspections and/or activities 14 of which were Senior Safe Grant visits. **Please see the attached report re safe grant visits. Question was asked about bringing program within budget.**

- FPO MacNeely

#### BUDGET

- FY 2017 is beginning week 33/52 or 63% complete. Please see attached information submitted by Sandra Mackey. **Both OT and general maintenance are well within current scope of budget.**
- Storm coverage and costs (see attached).
- Need 2018 final budget guidance.
- **Contractual obligations were discussed. Bottom line is a 2.37% increase for FY18 (very few line item increases.)**
- **Possible retirements are being considered as each one costs about \$20k.**
- **Capital projects such as ladder truck (refurb \$566k w/o fixing "fly" and undiagnosed corrosion issues. When to replace was also debated.)**
- **Chief is seeking approval from FCs before approaching Prudential Committee. Updating security system was discussed and supported by Fire Commissioners.**
- **A gear department has been formed and is reviewing the latest options. A recommendation will be forthcoming.**
- **322 and 323 are both 10 years old.**
- **Gear washers have been requested and IV pumps have been mandated by State.**
- **Radio upgrades to digital will dependent on \$500k grant approval.**

#### EMS

The new ambulance 326 arrived at Greenwood this past weekend and was inspected on Monday. The rig should arrive at COMM next week after being lettered and prepped. All the equipment from existing 326 will transfer to the new ambulance. The old 326 will become Dive 319 and the current 319 will be taken by Greenwood in trade.

COMM assisted BPD Sgt. Damery in several sessions of First Aid and Workplace Safety at Barnstable Town Hall for their employees -two more sessions remain in the next 2 weeks. EMS has been working with all groups to complete EMS-related questions for the employee evaluations.

EMS training is taking place monthly, in house, with positive results. We are working to meet the deadline for members due to have EMS certification expire April 1, 2017.

COMM has offered any assistance to support the BPD K-9 division with Narcan administration to their dogs should they become exposed to opiate and attended an instructional class in conjunction with the Barnstable Animal Hospital.

DISPATCH

January 2017 was slightly busier than the same month a year ago, with 331 calls for emergency service during the month as compared to 326 for the same month in 2016. Cotuit calls dispatched by COMM were 54 for the month, 18 less than a year ago.

Last month we had a training session with Town of Barnstable GIS on their new upgrades to mapping system. While not yet integrated into our CAD system, we can already use them as a stand-alone tool to improve the information we can provide to our responding units.

– Bill Monroe

BUILDINGS AND GROUNDS

Whelan has almost completed the restoration in the basement due to the water leak. The sheetrock has been replaced/painted and new baseboards installed. The carpets in the prudential conference room and lobby will be cleaned as well.

In anticipation of the storm season, the plow for the tow truck was scraped and repainted. The hall in the basement was stripped and re-waxed. The dryer vent was repaired and rerun as well as the men’s locker room repainted.

EQUIPMENT

The all-steer on 307 and two outrigger guide pads had to be repaired and all of the oil changes are up-to-date. Storm preparation and coverage were time-consuming this month.  
Tom Goodearl – PPE Committee

COMMITTEES

PLANNING

FCAM Professional Development – Feb. 28, Mar. 1 & 2 – coverage. **Officers are now being invited to attend.**

File project precipitated by basement water leak. Adam Travers and Jack McGonigle, both on light duty made huge strides in sorting through boxes and marking records slated for destruction. Every file will be reviewed and disposed of appropriately. Archival items are being saved for a glass case to go on stairway landing.

#### OPERATIONS

Open Burning 2017 – see attached website hits beginning on Jan. 15<sup>th</sup>. **Online procedure working well.**

#### TRAINING

Hazmat One Pot/TCH classes on Mar. 14 and 15. COMM hosting.

COMM hosting a child passenger safety technician class on April 11 – 13, 2017. Class is at no cost.

#### MISCELLANEOUS

- Another baby delivered in an ambulance on Feb. 1<sup>st</sup>. Baby Mila delivered by Group 3.
- Chief Brunelle retirement party on March 4, 2017 (flyer attached.)
- Feb. 20 – Presidents' Day – Administration will be closed.

#### NEXT MEETING

The next meeting is scheduled for March 20, 2017 at 1700 hrs. March 20<sup>th</sup> is also the night of the Firefighters' Association dinner & business meeting beginning at 1800 hrs (dinner buffet prior.)

**Meeting adjourned at 1957 hrs.**