

**Centerville-Osterville-Marstons Mills Fire Department  
Fire Commissioners' Meeting  
July 16, 2018  
Minutes**

The Board of Fire Commissioners meeting opened at 1704 hrs. Fire Commissioners Macallister, Riley and Frank were in attendance along with Chief Winn, Deputy Chief Eldridge.

Roll call was taken. A motion was made and seconded to accept the minutes from the June 11, 2018 meeting. There were no ambulance waivers. \$496,698.61 was the write off for 2015-2016 (in addition to a few invoices from earlier years.)

**CORRESPONDENCE**

Mike Perry – request for extended FMLA leave. **FMLA leave granted for 4 weeks.**  
Centerville Library thank you note – **COMM donated a fire truck visit to the high bidder**

**PERSONNEL**

- C. Schneckloth – out on a back IOD since 8/10/16, surgery on April 11, 2017. A repeat IME was conducted on July 11.
- Brad Smith – FMLA request – **Request approved for 2 weeks.**
- J. Gardner arbitration case – **Chief reported the conclusions of the arbitrator.**

**FIRE PREVENTION**

**DISPATCH**

With 6 months of 2018 completed we have Dispatched COMM units to 2430 calls, which is up 363 calls as compared to the first half of last year. For the month of June we had 418 calls, an increase of 36 over the previous June. Of these, 284 were EMS related, the remaining 134 fire or service call related. In addition we handled 67 calls in June for the Cotuit Fire District, putting them at 454 for the year. That's a monthly increase of 19 and year to date increase of 72 when compared to 2017.

Over the summer months we are making an effort to fine tune our CAD and Firehouse programs, particularly for commercial properties within the District to increase mapping accuracy and available information regarding caretakers and emergency contacts. With approval from Chief Winn, retired Dispatcher Jeff Gifford is serving as a consultant on the project, as it is difficult for the on duty dispatcher to do the data entry and research while also handling day-to-day operations.

As noted earlier, Audio Associates of Orleans has replaced the speakers and controls for radio speakers in the first floor kitchen, resulting in a dramatic increase in audio clarity. Deputy Eldridge has their proposal to replace and modify the other 16 speaker positions within the building. **Project will be done in staggered phases to stay within budget (around \$9k).**

## BUDGET

- FY 2019 is beginning week 3/52 or 5.7% complete. Please see attached information. **First payroll of the season is well within budget limits.**

## EMS

- New equipment approved at District meeting is beginning to arrive. Stretchers and Lucas CPR machines have arrived. Stretcher load systems will be installed in 324 and 326 on July 31. Training for this equipment will occur shortly.
- A set of ballistic gear, helmet and vest have been placed in C-321. This brings our count to 9 sets of gear.
- New ambulance 325 cab and chassis is in production at International. We expect a fall of 2018 delivery date for the ambulance.
- Handtevy Pediatric System books and equipment are complete and have arrived. Training will begin for all 4 groups immediately.

## BUILDINGS AND GROUNDS

In addition to ongoing lawn and landscaping maintenance, the mulch around the rhododendrons at the front entrance was cleaned and the area next to the chiller at Station 1 was dug out in anticipation of stone. Insect control around the buildings and lawns continues. Basic repairs included: replacing 2 urinal valves (stations 1 & 3), repairing condensation drains at Station 3, replacing the kitchen faucet at Station 2 and repairing the air driven vacuum head. Future projects include removing the bushes around the Station 1 sign and an annual removing of brush and damaged trees. **Briggs Landscaping will be doing more "brush hogging" at the front of the Station 1.**

## EQUIPMENT

In an effort to keep ahead of maintenance many needed replacements were made this month: rotted cab steps on 322, the bumper on 317, fan belts on 306 and the battery in 329. Minor repairs were made to small equipment such as the K-12 saw the electrical cord reels in two bays at Station 1. The light tower is now available for use as the 4 light heads and engine fan were replaced and all dents were straightened on the body.

307 update and ground ladder test

## COMMITTEES

## OPERATIONS

Lexipol update – **Deputy will soon be implementing and training.**

TOB dispatching update – **Hyannis Fire will now be dispatching through the BPD.**

Station security update

**CPE reimbursement for this year - \$57k.**

Credits for solar power so far has totaled \$21k.

Accident & sickness policy wage reimbursement policy has over \$40k. Chief would like to start requesting quotes next spring from various companies.

**Car seat installations:**

# June: 17 (+9 compared to May)

June OT hours: 4 (no change from May)

June OT cost: \$224.62 (+\$5.70 from May)

TRAINING

Annual training will be held on July 31, 2018 in conjunction with Cape Cod Community College. Policies covered will be anti-harassment, social media and computer use. **This is a new program in an effort to improve the quality of policy training. Captains will attend and bring back information & sign-offs to their groups. Chief will report back at next meeting.**

PLANNING

Town-wide hurricane planning meeting – July 11<sup>th</sup> was the first meeting preparing a town-wide effort to respond to these type of “surge” events.

Cyber security - Dowling & O’Neill (insurance) conducting research re our coverage in the event of ransom being demanded.

MISCELLANEOUS

- Hazmat drill hosted
- Model A club hosted
- Oyster Harbors soiree – **Chief presented at Homeowners’ Assoc. meeting re drawbridge and emergency planning. Hosts asked if it would be feasible to think about keeping an engine at Oyster Harbors.**
- Intern chosen for next year, Tim Storey. There was debate regarding the number of interns to host this year but ultimately it was decided to choose just one.
- Website compliance with “508” (ADA) – examples
- CPE reimbursement received: \$56,716.00 (FY17)

NEXT MEETING

- Chief mentioned upcoming MCPPO course for municipal elected officials.
- An example of a spam email using legitimate email addresses emphasizing the need for cyber security.

Meeting was adjourned at 1756 hrs. The next meeting will be held Monday, August 13, 2018.

Respectfully submitted,



Scott Frank, clerk