

# MINUTES

Board of Fire Engineers  
Board, Committee, Office, Etc.

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Date: July 2, 2018 Time: 6:30 P.M.  
Present: Chief Hamilton, Deputy Chief Rudge, Asst. Chief Gasco,  
Asst. Chief Piscitelli, Asst. Chief Silver  
Absent: None

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Minutes from June 18, 2018 were not available. Invoices were signed. Mail was read. Account balances were reviewed.

## REORGANIZATION OF THE BOARD OF FIRE ENGINEERS

All Board members were reappointed and sworn in. Chief Hamilton called for a motion. Deputy Chief Rudge prefaced his motion by saying that Chief Hamilton was doing a great job. He enjoys working with this Board, and feels they work well together. He also thanked Chief Hamilton and Asst. Chief Silver for the great PR the department gets from social media and other sources. Deputy Chief Rudge then made a motion to reorganize and keep the Board the same. Asst. Chief Gasco made a second to the motion and stated he hears from people all the time about how much the fire department does for the Town. The motion passed on a unanimous vote. Chief Hamilton thanked the Board for their support and said he enjoys working with them as well. For the record, the Board reorganized as follows:

Chief Engineer:	Richard P. Hamilton	"Car 1"
Deputy Chief:	David J. Rudge	"Car 2"
1 <sup>st</sup> Asst. Chief:	Brian K. Gasco	"Car 3"
2 <sup>nd</sup> Asst. Chief:	Steven P. Piscitelli	"Car 4"
3 <sup>rd</sup> Asst. Chief:	Robert A. Silver, Jr.	"Car 5"

## REAPPOINTMENT OF FIRE DEPARTMENT PERSONNEL

Asst. Chief Gasco made a motion to reappoint Keith Newlands as captain of Fire Headquarters, Jason Cadrin as lieutenant of Engine 1, Richard LaVallee as lieutenant of Tower 1, and Gordon Siebenhaar of Rescue 1. This was seconded by Asst. Chief Piscitelli and carried on a 5-0 vote. Asst. Chief Gasco made a motion to reappoint all firefighters and recruits assigned to Fire HQ. This was seconded by Asst. Chief Piscitelli and carried on a 5-0 vote.

Deputy Chief Rudge made a motion to reappoint David King as captain of Station 2, Francis King as lieutenant of Engine 4, and Joseph Kosiba as lieutenant of Engine 2. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote.

Asst. Chief Silver made a motion to reappoint Walter Swenson as captain of Station 3 and Brian Dalton as lieutenant of Engine 3. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote. Asst. Chief Silver made a motion to reappoint all firefighters and recruits assigned to Station 3 with the exception of

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Otto Medina. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote. Asst. Chief Silver noted that Capt. Swenson was satisfied with Lt. Dalton's job performance so far. Mr. Medina will be notified of his dismissal and to return all town-owned gear to the Engineer's Office as soon as possible.

Asst. Chief Piscitelli made a motion to reappoint Stephen Brock as captain of Station 5 and Andrew Krumsiek as lieutenant of Engine 5. This was seconded by Asst. Chief Silver and carried on a 5-0 vote. Asst. Chief Piscitelli made a motion to reappoint all firefighters and recruits assigned to Station 5. This was seconded by Asst. Chief Silver and carried on a 5-0 vote.

### **APPROVAL OF ONE SIGNATURE FOR CLERK PAY**

Asst. Chief Gasco made a motion to allow one signature to approve the pay for the clerk in the office. This was seconded by Asst. Chief Piscitelli and carried on a 5-0 vote. All other invoices/pay vouchers will require at least three signatures for approval.

### **REVIEW QUARTERLIES**

Fire HQ's was the only station to turn in a quarterly report. Board members will review the others as they come in.

### **APPOINTMENTS-FIRE PREVENTION COORDINATOR & PUBLIC EDUCATION COORDINATOR**

Capt. Keith Newlands was the only applicant for the Fire Prevention Coordinator position. Asst. Chief Silver made a motion to appoint Capt. Newlands as the Fire Prevention Coordinator. This was seconded by Asst. Chief Piscitelli and carried on a 5-0 vote.

Asst. Chief Silver and FF. Donald Lizotte applied for the Public Education Coordinator position. Asst. Chief Silver is certified as a Fire & Life Safety Educator. Asst. Chief Gasco made a motion to appoint Asst. Chief Silver as the Public Education Coordinator. This was seconded by Asst. Chief Piscitelli and carried on a 5-0 vote.

### **PRE INCIDENT PLANS**

Board members reviewed a revised pre incident plan (PIP) and map for CareOne. Discussion took place. The Board agreed that the entry doors in the dementia unit (Shrewsbury unit) should not be left open and the entry code is needed. Asst. Chief Gasco made a motion to accept the PIP with changes noted. This was seconded by Deputy Chief Rudge and carried on a 5-0 vote.

### **OLD & NEW BUSINESS**

- Board members reviewed some of the expenses from the last fiscal year. They agreed that a lot was accomplished.

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- Chief Hamilton said since Asst. Chief Silver will be taking on the Public Education Coordinator position, he will no longer be involved with the training schedule. Chief Hamilton asked that Asst. Chief Gasco take over all of the training with Asst. Chief Piscitelli assisting.
- FF. Mary Ann Smith wants to hold a backpack drive-collecting backpacks and school supplies for Millbury students. Discussion took place. Deputy Chief Rudge felt this was something more in line with the Relief Association rather than the Fire Department. FF. Smith will be asked to contact Lt. King to see if the Relief Association wants to be involved.
- Asst. Chief Gasco will check inventory for a uniform for FF. Smith as well as training shirts for the two recruits attending the recruit classes.
- Ten SCBA bracket were ordered for Rescue 1 and Tower 1. They need to be installed. Chief Hamilton will arrange this.
- Chief Hamilton met with the Brierly II Condo Association. It was agreed that all propane grills must be removed from balconies. The deadline is 8/1/18. At that time, the Condo Association will inspect each residence for compliance. Chief Hamilton also mentioned that the Condo Association has a letter from their insurance company advising them that propane grills could be used on balconies. Massachusetts fire codes prohibit this.
- Board members agreed on a summer meeting schedule. They will meet on 8/13 & 9/10/18.
- Shrewsbury Fire has a siren they are willing to loan to Millbury. It will be placed at Station 2.
- Chief Hamilton asked Deputy Chief Rudge if he had any interest in a lawn mower that Lt. Kosiba has. Deputy Chief Rudge said no, he would prefer the DPW take care of the grass at Station 2.
- Chief Hamilton met with Donald Rudge, from Wheelabrator, about hot works permits. Wheelabrator has three sites where cutting/welding is done. They have an internal system for tracking the work that is done on a daily basis and a fire watch detail is on duty. Chief Hamilton would like to issue the company an annual hot works permit. The Fire Department would do an inspection each year-then issue the permit. Board members agreed.
- Steve Kosiba, EMA director, purchased 24 "stop the bleed" kits that include tourniquets. Twelve were given to the Police Dept. and 12 to the Fire Dept. Board members appreciated the donation.
- Recruits Cluett and Langevin will start the recruit classes on 7/8/18. Graduation is 11/1/18. Recruits Robbins, Hebert, and Gasco will be enrolled in the next class beginning on 11/3/18.
- Brian Humes met with Chief Hamilton and looked over the building at 130 Elm Street. Mr. Humes said it was not feasible to use the building in its present condition. He said it would be less expensive to tear it down and

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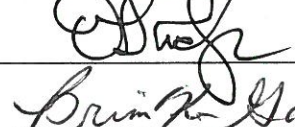
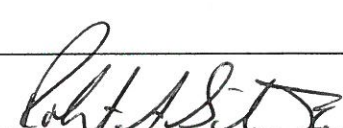
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- rebuild. He was impressed with the prep work the Board already did. He will provide a proposal for both the McGrath School and Dorothy Manor School. The next meeting of the Site Committee is set for 7/21/18.
- Chief Hamilton would like to speak to Sen. Mike Moore about funds for installing thermal imagers in some of the SCBA's. Board members thought this was a good idea.
  - The renewal of the Length of Service Awards Program (LOSAP) was recently done. The LOSAP was changed to give credit for up to 40-years of service at \$6.00 a year. Chief Hamilton is working towards credit for 47-years of service. After that, the rate per year will be increased.
  - Asst. Chief Gasco had nothing new to report on an ID machine.
  - Deputy Chief Rudge and Asst. Chief Gasco will cover the fireworks on 7/3. Chief Hamilton and Asst. Chief Silver will cover on 7/4. Asst. Chief Piscitelli will handle 7/5 if needed. The State will inspect the site on 7/3/18.
  - Asst. Chief Gasco asked about a new helmet and bunker coat. Chief Hamilton is putting a list together and is waiting for funds from the State.
  - Asst. Chief Silver reported the Explorers took part in a training drill held at the Worcester Airport. They were "victims" in an accident involving an airplane. They enjoyed the experience and were asked to participate in an A.L.I.C.E. drill being planned for the fall.

Asst. Chief Piscitelli made a motion to adjourn at 17:30.

  
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BOARD OF FIRE ENGINEERS

Regina A. Markey, Head Clerk

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