

# MINUTES

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

Date: November 21, 2016 Time: 6:30 P.M.  
Present: Chief Hamilton, Deputy Chief Rudge, Asst. Chief Gasco,  
Asst. Chief Piscitelli, Asst. Chief Silver  
Absent: None

Minutes from November 7 were reviewed and approved with one change. Invoices were signed. Account balances were reviewed. Mail was read.

### **TRAINING SCHEDULE THROUGH END OF YEAR**

Asst. Chief Silver is working on the training schedule for the remainder of the year. He is trying to arrange a tour of Steelcraft for next Monday. A Relief Association meeting will be scheduled for 12/12/16 and Critical Incident Stress Management (CISM) has been scheduled for 1/9/17.

### **PRE INCIDENT PLANS**

Asst. Chief Piscitelli submitted a pre incident plan (PIP) for the tipping room floor at Wheelabrator. Board members recommended some changes. It will be revised and presented again. Pre incident plans for Fox Bus and Bramanville Industrial Park are still being worked on.

### **OLD & NEW BUSINESS**

- Chris Bruinsma and Sam Macconnell graduated on 11/9/16 from the Mass. Firefighting Academy's Call/Volunteer Recruit Training Program. Asst. Chief Silver made a motion to appoint them as regular members of the Fire Department effective 11/10/16. This was seconded by Asst. Chief Piscitelli and carried on a 5-0 vote. Both men are assigned to Station 3.
- Chief Hamilton gave an update on the Mall as follows: Talbot's is now open, Subway and Douglas Liquors have closed, and due to renovation problems, Creative Nails is making slow progress. Asst. Chief Gasco asked if mall management could notify the fire department when a store closes. Chief Hamilton will check.
- National Grid now offers an "app" for first responders to help provide better communications during emergency situations. Board members will be listed as "authorized" users. The app will not replace the initial call to National Grid but can be used to provide additional information-such as pictures.
- Chief Hamilton attended a meeting in Grafton concerning the LUCAS machine. This is an automated CPR machine with a cost of about \$11,000. Millbury, Grafton, and Sutton will submit a grant to purchase one unit for each Town's ambulance.
- Atlantic Power repaired the heating system and replaced the circulator at Station 2.

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- Chief Hamilton will check with the Emergency Management Director concerning the Fire Department ID's.
- Katie McKenna, Finance Director, told Chief Hamilton she has three computers that can be placed at Stations 2, 3, and 5. Chief Hamilton will install them.
- Two E-Z passes were provided to the Fire Department. One is for the Chief's vehicle and the other for F2.
- Asst. Chief Gasco asked that the Minutes be changed. Specifically, the section concerning being a member of the Fire & Police Departments. It should indicate that the Board took no action at this time.
- Millbury's Town Planner has left the position. No projects can move forward until a replacement is hired.
- Chief Hamilton gave the following truck maintenance report based on P.M.'s from November 7, 2016:
  - Engine 1: left rear step light out; high beam problems; running lights go out; right rear amber strobe out; driver's side telescoping light out; officer's side directional light out.
  - Tower 1: all set
  - Rescue 1: all set
  - Engine 2: driver's side quartz light out; driver's side washer hose broken; oil pressure gauge intermittent; 2 ½" crosslay gauge not working
  - Engine 4: all set
  - Hose 1: battery terminal corrosion; cab light lenses look melted
  - Engine 3: passenger side under door marker light out
  - Forestry 1: problem with horn
  - Engine 5: directional lever has problems; fans in cab by windshield-on/off switch doesn't work; driver's side rear outer tire valve stem problem; foam adjustment lever does not work; trash line valve leaks; LDH discharge leaking; passenger side panel lights out.
  - Repairs: W.D. Perkins completed Engine 4 pump repairs  
S.V.I. repaired Engine 3's water tank gauge  
Engine 5 is scheduled to go to S.V.I. on 11/28/16
- Chief Hamilton said a transfer of funds was approved by the Finance Committee, the interim Town Manager, and the Finance Director to cover the cost of Engine 4's repairs.
- Budgets for FY18 are due by December 12, 2016. The Finance Director suggested a 2% salary increase for all except union personnel.
- Asst. Chief Silver presented a revision to *Standard Operating Guideline (SOG) #12- State Fire Marshal Notification*. After reviewing the SOG, Deputy Chief Rudge made a motion to accept it as written. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote.
- Deputy Chief Rudge: asked if a meeting has been scheduled for the Public Safety Building Committee. Chief Hamilton will check with Chief Desorcy. Deputy Chief Rudge asked if there was an update on installing a light at the Rt. 146/West Main Street Bridge. Chief Hamilton did not have an update.

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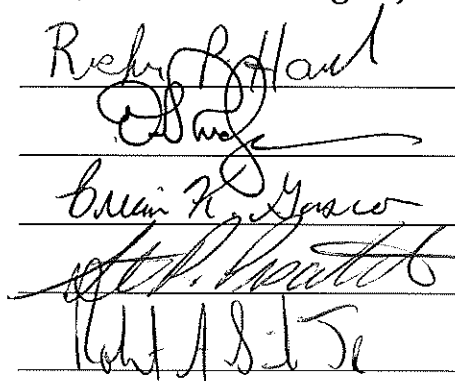
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He did say that all digging has been completed for now and the area will be paved.

- Asst. Chief Gasco: gave a report on the final practical for tri-town RIT held yesterday in Killingly, CT. He said Millbury did very well. He suggested that Millbury's RIT bags be set-up the same as Grafton and Sutton. Also, fire retardant rope should be used in each bag. The rope will be checked. Asst. Chief Gasco noted that some members of Station 3 were not using their neck straps with their face masks. This needs to be stressed. FF. Macconnell has a mask but needs a neck strap. He also questioned if FF. Bruinsma and Macconnell need to be fit tested. This brought about discussion of who is in charge of SCBA equipment. Deputy Chief Rudge said it was his understanding that Asst. Chief Gasco is in charge and he should be the only one issuing equipment. He should also keep track of how it is distributed. Board members agreed. A clip board will be placed in the storage closet to track the equipment.
- Asst Chief Piscitelli: said Engine 5 will participate in the Uxbridge parade on 12/3/16.
- Asst. Chief Silver: asked if the laptop for the SCBA accountability is up and running. Chief Hamilton said he needs to do a little more work on it.
- Chief Hamilton said the new owners of 29 Main Street agreed to let the fire department continue to use the building for training while renovations are done. The water has been turned on and the sprinkler system should be operational soon.
- Chief Hamilton asked the Board if the RIT policy should be changed now that the new tri-town RIT is in place. Deputy Chief Rudge said he doesn't mind helping but doesn't want a RIT team sent unless it is a confirmed fire. Asst. Chief Gasco asked if we needed to send two engines-one for station coverage and one for RIT. Discussion took place. It was agreed to draw up a policy for the Board to review.

Asst. Chief Piscitelli made a motion to adjourn, and the meeting adjourned at 8:20 p.m.

  
Four handwritten signatures are written on horizontal lines. From top to bottom, they appear to be: 1. A signature that looks like 'Richard Bellant'. 2. A signature that looks like 'D. Rudge'. 3. A signature that looks like 'Brian K. Gasco'. 4. A signature that looks like 'W. A. S. Jr.'.

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