

MINUTES

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

Date: January 7, 2013 Time: 6:30 p.m.
Present: Chief Rudge, Asst. Chief Hamilton, Asst. Chief Hobin,
Asst. Chief Gasco
Absent: Asst. Chief Day

Minutes from December 17, 2012 were approved. Invoices were signed. Mail was read. Account balances were reviewed.

REVIEW QUARTERLIES

Quarterly reports were reviewed. Asst. Chief Hamilton will speak to one member at Fire HQ with low attendance. Chief Rudge was satisfied with Station 2's attendance. Asst. Chief Hobin had two members at Station 3 with low or zero attendance. One member at Station 5 was given until the end of the first quarter to improve his attendance.

JEFFREY DORE-BICENTENNIAL PARADE

Retired Asst. Chief Jeffrey Dore met with the Board to go over the Bicentennial Parade, which is scheduled for June 23, 2013. It should run for 2.5 to 3 hours and will travel the same route as past parades-Main to Grove to Waters to Elm to Windle Field. Millbury Fire will be placed at the beginning of the parade so they can quickly get back in-service. Mr. Dore would also like to invite area fire departments to participate. The Bicentennial Committee is looking for volunteers to help with the parade or anyone interested in entering a float. A "Birthday Party" will be held at the Asa Waters Mansion on June 15, 2013. Mr. Dore said area streets might be closed because the Library will participate as well. It was suggested that the Fire Dept. hold an Open House on that day. Discussion took place. Board members agreed to notify Districts 7 & 8 fire departments about the parade and to work on an Open House for 6/15/13.

OLD & NEW BUSINESS

- Lane Portraits contacted the Fire Department about doing another fundraiser. Asst. Chief Hamilton told the Board that Keith LaCrosse is checking to see if the Relief Association received all funds for the last one. The Relief Association will be asked if they are interested in doing another.
- Asst. Chief Hamilton received parts for Tower 1 from New England Rescue.
- Asst. Chief Hamilton will check on the boots for Asst. Chief Gasco.

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- Engine 3 and Rescue 1 are in Auburn for training on hybrid vehicles.
- Chief Rudge told the Board that Mill Tex does have a 24-hour fire watch detail in place. Two people are in the building from 11:00 pm to 6:00 am-otherwise regular employees are on site. The two are located in an office near Beacon Wiper (near the loading dock in the rear) and a contact number was provided so they can be reached if needed. Ben Mantyla told Chief Rudge that he is getting quotes to repair the existing sprinkler system.
- The Ladies Auxiliary will hold a Holiday Party on January 19, 2013 at the St. Charles beginning at 7:00 p.m. Service awards will be given out that night.
- Lt. Lahair will conduct the classroom portion of the driver-training program on 1/19/13 at Fire HQ beginning at 8:00 a.m. There are six firefighters participating.
- Ray Hobin, III and Neal Morrissey graduated from the Mass. Firefighting Academy's Call/Volunteer Recruit Training Program on 12/20/12. Both are FF I & II certified. Asst. Chief Hamilton made a motion to appoint Ray Hobin, III and Neal Morrissey as regular firefighters effective January 1, 2013. This was seconded by Asst. Chief Gasco and carried on a 4-0 vote. FF. Hobin is assigned to Station 3. FF. Morrissey is assigned to Station 5. Both must complete driver/pump training within a year's time.
- Charlton Fire has not requested the use of the Aerialscope while theirs is repaired. Asst. Chief Hamilton will try to contact them to see if they are still interested. If not, the truck will be turned over to the Selectmen for disposal.
- Chief Rudge asked for capital expense projects to be included in next year's budget. Asst. Chief Hobin had an estimate of \$1750 to replace two windows at Station 3. He will get an estimate to replace all windows in the apparatus room. Chief Rudge would like to submit a request for \$200,000 for a three-sided addition to Station 2. Cost may be higher depending on prevailing wage, etc. The Board would also like to submit a request to repair/replace the sidewalls at Fire HQ. Asst. Chief Hamilton will speak to JR Associates about a set of plans and an updated estimate for the project. Asst. Chief Hobin would like to upgrade the cell phones being used by the Board. Asst. Chief Hamilton will get quotes for a smart phone. Asst. Chief Hobin also requested increasing the inspection rate to \$20. Asst. Chief Hamilton made a motion to include an article to replace Self Contained Breathing Apparatus (SCBA). This was seconded by Asst. Chief Gasco and carried on a 4-

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0 vote. If Millbury Fire is awarded an Assistance to Firefighters Grant, the request will be removed. Board members agreed that replacing the SCBA's is a top priority. A lengthy discussion took place about including the purchase of gear every year as a capital outlay item. Asst. Chief Hamilton would like to budget for 8-sets a year. \$6,000 is included in the regular operating budget for gear. Asst. Chief Hamilton would like to increase this amount to \$16,000 for eight sets. Chief Rudge would like to purchase laptops for each engine company so information is readily available. The Board will also ask for a 3% salary increase. It was noted that the Town Manager said to include what you wanted and he would adjust as necessary.

- Chief Rudge told the Board that opticon equipment was purchased and installed in the traffic lights at the new Dunkin Donuts but the activation equipment for the fire trucks was not furnished. He estimated it would cost \$1500 per truck. This will be considered at the end of the fiscal year.
- Live burn guidelines are still being developed.
- Engine 4 needs to be brought to Greenwood Fire for an estimate to repair the chute.
- A solenoid is needed to repair the on-spots on Engine 3.
- The "I Am Responding" program will cost more than \$800 a year to use. The Board felt this was too expensive. Asst. Chief Gasco is in the process of installing a program that will resend a tone as a text message to cell phones.
- Asst. Chief Hamilton made a motion to purchase a 1500-gallon bag from Fire Tech & Safety for \$1400. This was seconded by Asst. Chief Hobin and carried on a 4-0 vote. The bag is for Station 2.
- Asst. Chief Hobin ordered RIT equipment for Station 2. He will check with Capt. Silver before ordering carabineers.
- The hose dryer at Station 3 will be scrapped.
- An estimate for the repairs on Rescue 1 is still needed.
- The generator at Fire HQ still needs to be converted to gas.
- Asst. Chief Gasco is working on a final "needs" list for Rescue 1.
- Fire Dept. ID's are ready. Asst. Chief Gasco will follow-up.
- Wheelabrator will donate \$8600 to purchase equipment for confined space rescue. Asst. Chief Gasco is working with BBC Rescue to set up an account and order the equipment.
- Board members reviewed the clarification of the Driver Training Policy. After some discussion, Asst. Chief Hamilton made the following motion: Anyone who was not previously approved to drive the Aerialscope must do a minimum of eight hours of on-road

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driving on Tower 1 with an approved driver trainer and must completed a competency course conducted by an approved driver trainer. Anyone previously approved to drive the Aerialscope must do a minimum of 4-hours of on-road driving on Tower 1 with a driver who has a CDL and has been approved by the Board of Fire Engineers. This was seconded by Asst. Chief Gasco and carried on a 4-0 vote. Driver training on Rescue 1 and Engine 4 for firefighters who were previously approved to drive fire apparatus by the Board of Fire Engineers will require a minimum of four hours of on-road driving with an approved driver trainer. An approved driver trainer is a firefighter with a Commercial Driver's License who has been approved to drive by the Board of Fire Engineers. All on-road driving is to be documented on forms provided by the Board of Fire Engineers.

- Asst. Chief Hamilton told the Board that Rescue 1 will go to Linder's in Worcester on 1/12/13 to do training with District 7.
- Asst. Chief Hamilton made a motion to purchase two radios for Tower 1 with funds from the Donation Account. This was seconded by Asst. Chief Gasco and carried on a 4-0 vote. The cost of the radios is \$497 ea.
- Asst. Chief Hamilton told the Board that Logan Gasco would like to fix up the ambulance crew room as part of his Eagle Scout project. Board members approved the request and will furnish the paint and other supplies for the project.
- Asst. Chief Hamilton made a motion to purchase a set of gear for Ray Hobin, III and Neal Morrissey. This was seconded by Asst. Chief Gasco and carried on a 4-0 vote.
- Asst. Chief Hobin asked to set up rubbish removal service for Station 3. Board members agreed to contact Casella Waste to provide a 96-gallon tote.
- Asst. Chief Hobin told the Board that the relief valve on Engine 3 is not working. Asst. Chief Hamilton will check this.
- Asst. Chief Hobin requested a "winter mix" for Engine 3. Asst. Chief Hamilton said this is available at the Highway Barn.
- Asst. Chief Hobin asked about painting the apparatus room floor at Station 3. Discussion took place. He will look into options for the floor.
- Asst. Chief Gasco asked about repairing the welds on Engine 1. He said the fuel tank should be sized-up as well. It was agreed to have Asst. Chief Gasco take Engine 1 to Advanced Welding for an estimate to repair the welds, fabricate a new fuel tank, and fix the tow bar.

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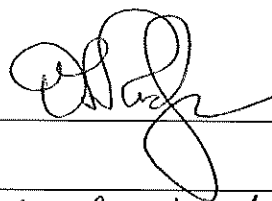
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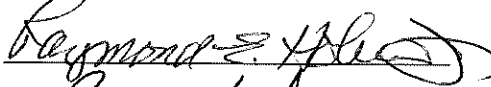
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- Asst. Chief Hamilton made a motion to cancel the Board meeting scheduled for January 28, 2013. This was seconded by Asst. Chief Gasco and carried on a 4-0 vote. The Board will meet again on February 4, 2013.
- Asst. Chief Hamilton made a motion to spend no more than \$500 for a desk for the clerk. This was seconded by Asst. Chief Gasco and carried on a 4-0 vote.

Asst. Chief Gasco made a motion to adjourn. Meeting adjourned at 9:10 pm.



Richard P. Hunt



Brian H. Gasco

Regina A. Markey, Head Clerk