

# MINUTES

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

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TOWN CLERK

12 APR 24 PM 1:04

Date: April 2, 2012

Time: 6:30 p.m.

Present: Chief Belsito, Asst. Chief Day, Asst. Chief Dore,  
Asst. Chief Rudge, Asst. Chief Hamilton

Absent: None

Minutes were not available. Invoices were signed. Mail was read. Account balances were available.

## 6:45 P.M.-INTERVIEW-KYLE MORRISSEY

## 6:45 P.M.-INTERVIEW-NEAL MORRISSEY

Kyle Morrissey and Neal Morrissey met with the Board to review their applications for membership. Kyle Morrissey was on the department before. Asst. Chief Hamilton made a motion to appoint Kyle as a regular firefighter pending a successful physical exam, drug screening, and CORI report and to assign him to Fire Headquarters. This was seconded by Asst. Chief Day and carried on a 5-0 vote. Asst. Chief Day made a motion to appoint Neal Morrissey as a recruit-in-training pending a successful physical exam, drug screening, physical ability test, and CORI report. This was seconded by Asst. Chief Dore and carried on a 5-0 vote. Neal was assigned to Station 5.

## 7:00 P.M.-CHIEF MOORE-RUN CARDS

Chief Moore was not available for tonight's meeting.

## REVIEW QUARTERLIES

Headquarters and Station 5 submitted quarterly reports. Stations 2 & 3 will be reviewed at the next Board meeting. Chief Belsito and Asst. Chief Hamilton were satisfied with HQ's report. Asst. Chief Day was concerned with FF. Arcouette's attendance. Arcouette was to increase his attendance once his training ended in December. Discussion took place. It was agreed to send a letter to Arcouette warning him that if his attendance did not improve he would be asked to meet with the Board.

## OLD & NEW BUSINESS

- Asst. Chief Day will order flags for HQ and Station 2.
- Board members reviewed a Lock-Out/Tag-Out (LOTO) elevator policy drawn up by Asst. Chief Hamilton. After some discussion, Asst. Chief Dore made a motion to accept the policy. This was seconded by Asst. Chief Day and carried on a 5-0 vote. Asst. Chief Hamilton will review the policy with all members when he does radio communications training.
- Asst. Chief Dore has been checking all elevators in Town to determine the location of the electrical controls for each. A report should be ready by the end of the week.

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- Chief Belsito reported the fuel tank for Engine 2 should be ready by Wednesday.
- Asst. Chief Hamilton is checking options for Engine 1's overflow tank.
- The Command Board has been received and will be placed on Rescue 1.
- Chief Belsito is working on identification tags.
- Management at Cordis Mills is drawing up a letter for all tenants regarding evacuating when the alarm sounds. They will determine a meeting place. A list of tenants who will need help in evacuating will be updated on a regular basis and provided to the Fire Department. Board members talked about different procedures to use to help those who need assistance. It was agreed that the incident commander would determine the procedure to use upon arrival. The Fire Department will ask for a key for each floor to be placed in the Knox Box or fire alarm box. If possible, each key will be tagged with the apartment numbers of tenants on that floor who need assistance.
- The Explorers will assist the Boy Scouts at their Camporees in Oxford and Douglas.
- The Public Safety Building Committee will meet soon.
- Millbury Fire is still in the running for the FEMA Grant.
- Asst. Chief Hamilton made a motion to purchase a hammer drill for the Fire Alarm Truck. This was seconded by Asst. Chief Day and carried on a 5-0 vote. The first drill will be returned.
- Engine 3 still needs to have the pump packings adjusted.
- Blueprints for the new Tower should be available within two weeks.
- The trim around the door at Station 5 needs to be wrapped. Mike Krumsiek will paint the remaining trim.
- National Grid will contact the electrical inspector to arrange to move the wires on the pole outside Fire HQ.
- The Tree Warden has trimmed most of the trees at Station 3. The remainder will be done after July 1, 2012.
- Chimney repairs at Station 3 have been done.
- The glass on the window at Fire HQ has been repaired. The frame needs to be painted.
- All firefighters have completed the State Ethics training.
- Steven Piscitelli will replace the front window at Station 3. Brian Turbitt notified the Board that a contract is not required.
- It was determined that the State owns the guide wire at Station 3, and they should replace it. Asst. Chief Hamilton will follow-up on this.
- Asst. Chief Rudge reported the water level at Lake Singletary has been rising. Engine 2 will try drafting from the dry hydrant again. They could not draft on the last attempt.

**MINUTES CONTINUED**

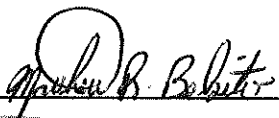
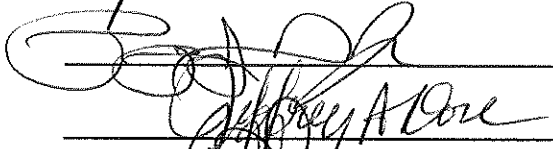

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- Mike Sciascia will be asked to return his uniform. There has been no response from Brian Stowell.
- The new LED hand light was installed in Engine 3.
- Asst. Chief Hamilton will arrange a detail to empty and remove the oil tank at Fire HQ.
- The back-up alarm on Engine 3 is all set.
- Asst. Chief Hamilton will conduct radio communications training next Monday night.
- Asst. Chief Dore told the Board the presses at the T & G are not being used. The company will place pass cards in the Knox Box since the keys do not open all the doors. They will notify the office when the cards are ready. The Board wants to confirm that security personnel will be on-site 24/7 to meet the fire department when a call comes in.
- Asst. Chief Rudge was going to make a motion to purchase leather boots, but after reviewing budget balances, he said he would hold off. This brought about discussion of paying for new gear. It was agreed to hold off ordering new gear for the chiefs until the next fiscal year.
- Asst. Chief Rudge asked if George Prunier supplied an estimate for the modifications for Station 2. Chief Belsito said an estimate was received but the Finance Committee did not approve placing the request on the Town Meeting Warrant. This brought about discussion of where to house Hose 1 when the new Tower is delivered. No decision was made.
- Asst. Chief Hamilton showed the Board a picture of a new building construction training prop recently purchased by District 7. This is available for all District 7 departments.

Asst. Chief Day made a motion to adjourn. Meeting adjourned at 7:45 pm.

  
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Richard P. Haul