

# MINUTES

Page 1 of 4

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

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Date: April 27, 2015 Time: 6:30 P.M.

Present: Chief Rudge, Asst. Chief Hamilton, Asst. Chief Gasco,  
Asst. Chief Piscitelli

Absent: Asst. Chief Silver (working)

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Minutes from April 6, 2015 were approved. Invoices were signed. Mail was read. Account balances were reviewed.

Retired Asst. Chief John S. Donnelly, Jr. passed away on April 21, 2015. He served 42 years on the fire department-17 as assistant chief.

### **6:45 P.M. FF. CHRISTOPHER PAGEAU**

FF. Chris Pageau did not appear for his meeting. The receipt was not returned from the registered letter sent to him. The Board agreed to have Asst. Chief Hamilton contact FF. Pageau before taking any action.

### **MANPOWER-STATION 3**

Board members discussed the manpower at Station 3. With the open captain's position, and two members on medical leave, manpower is down to six regulars and one recruit. Discussion took place. Asst. Chief Piscitelli made a motion to move new recruit Chris Bruinsma to Station 3. This was seconded by Asst. Chief Hamilton and carried on a 4-0 vote. Asst. Chief Piscitelli made a motion to have Engine 5 toned with Engine 3 for all single-engine tones in Station 3's district. This was seconded by Asst. Chief Hamilton and carried on a 4-0 vote. Dispatchers will be notified.

### **REVIEW S.O.G. # 2**

Board members reviewed the first draft of a substance abuse policy. Chief Rudge wants a full Board present before a final decision is made. This will be kept on the Agenda.

### **REVIEW PRE-INCIDENT PLAN - STELLAR INDUSTRIES**

Board members reviewed the pre-incident plan for Stellar Industries. Minor revisions will be made. Final approval will be done when a full Board is present.

### **REVIEW PRE-INCIDENT PLAN - MILL TEX**

Board members reviewed the pre-incident plan for Mill Tex. Final approval will be done when a full Board is present.

### **OLD & NEW BUSINESS**

- Chief Rudge provided the following truck repair report based on P.M.'s done on 4/6/15:

## MINUTES CONTINUED

DATE 4/27/15

BOARD OF FIRE ENGINEERS

Page 2 of 4

Engine 1: relay for lights malfunction-to go to SVI on Wednesday, siren only works on one speaker, driver's side strobes out near pump panel, cracks under cab.

Tower 1: AED pads expire 4/15

Rescue 1: chain saw out for repair (repairs done), portable generator will only run in choke position (to go to Rt. 146 Supply for repair), missing portable.

Engine 2: right side front and rear strobe out, left side middle strobe out, left side quartz out, paint bubbling on doors, on spot chains need to be removed for summer, air leak.

Engine 4: left strobe out, rust and rot over rear wheels.

Hose 1: no report submitted

Engine 3: Ok

Forestry 1: fuel line leaking (has been repaired)

Engine 5: generator has been repaired, lights out on rear of truck (parts ordered).

- Chief Rudge reported that Robert Silver took his oath-of-office. Asst. Chief Hamilton made a motion to assign Asst. Chief Silver as "Car 5". This was seconded by Asst. Chief Piscitelli and carried on a 4-0 vote.
- The Board reviewed the *Capital Budget and Staffing Requests* that was prepared in 2013. The Financial Management Planning Committee is looking for an updated plan. The Board agreed to remove some items. Nothing will be added at this time.
- Mr. Spain will be contacted regarding a decision on how to handle the purchasing of retirement annuities from VFIS.
- The Fire Department received an invoice from the Police Department for the detail needed to restore fire alarm wires that were knocked off a pole hit by a motor vehicle. Board members approved the invoice but will seek reimbursement from the vehicle owner or his insurance company.
- X-tra Mart has not paid the fines assessed for numerous false alarms. The company will be sent a reminder before the Board seeks court action.
- Asst. Chief Gasco would like to schedule "fit tests" for SCBA masks on May 16, 2015 with a make-up date of May 18, 2015. He will confirm the dates with Scott Garland and set a schedule for each station. Firematic will supply a report and certificate for each individual. Board members agreed everyone must pass the fit test.
- Chief Rudge is arranging to have the Special Ops truck painted.
- A Captains & Lieutenants meeting will be held on May 18, 2015 at 6:00 p.m. Officers will be notified.
- There has been no update on the ALICE program.
- Rick Bedard notified the Board that all exterior doors at the schools have been labeled as recommended by Chief Rudge. Mr. Bedard will be asked to place a map in the entrance to the High School indicating the location and number of smoke/heat devices.

## MINUTES CONTINUED

DATE 4/27/15

BOARD OF FIRE ENGINEERS

Page 3 of 4

- Chief Rudge said the clean-up of the fire load at 50 Howe Avenue is being done very slowly. He will follow up until the area is cleared.
- Chief Rudge spoke to Chief Howell about toning the fire department for "wires down". It was agreed to use good judgment in these situations.
- Asst. Chief Hamilton gave an update on the portables for Engine 3 and Rescue 1.
- Asst. Chief Hamilton submitted a grant to the National Volunteer Fire Council requesting gear for the Explorers.
- Asst. Chief Silver will be asked to bring Bob Giannette's equipment to Fire HQ. Mr. Giannette requested the return of personal equipment including: a pair of black/yellow rubber boots, a sledgehammer, a 16' chain with tow hook, and a pair of blue gloves.
- Ray Hobin, Jr. turned in his black bunker pants.
- Chief Rudge asked Asst. Chief Gasco about water rescue training. Asst. Chief Gasco said he wants to focus on training Rescue 1's crew before the rest of the department. Chief Rudge stressed this is a priority and training should be done as soon as possible. Asst. Chief Gasco will work with Asst. Chief Silver to get the training scheduled. The wet suits will also be checked for leaks/repairs.
- Asst. Chief Gasco will get prices for replacing the large air bag.
- Asst. Chief Gasco will ask Ray Hobin, Jr. to take the remaining pictures needed for fire department ID's.
- Asst. Chief Piscitelli will be on vacation from 4/18 to 5/5/15.
- Asst. Chief Hamilton told the Board the American Red Cross is offering a smoke detector program and wants to partner with Millbury Fire. The Board agreed to participate, and Asst. Chief Hamilton will follow-up.
- Asst. Chief Hamilton told the Board a Millbury resident will be holding a meat raffle in Sutton to benefit a small fire department in Georgia. The resident would like Millbury Fire to co-sponsor the event. Discussion took place. Board members agreed to support the event by asking members to attend or help out. While the Board applauds the efforts, the Millbury Fire Department name cannot be used as a sponsor.
- Asst. Chief Hamilton made a motion to purchase turn out gear for Asst. Chief Silver. This was seconded by Asst. Chief Gasco and carried on a 4-0 vote.
- Board members discussed the captain's position at Station 3. It was agreed to post the position (with a copy of the criteria) and hold interviews on May 18, 2015. Asst. Chief Piscitelli asked if the Board could draw up a list of questions beforehand. Everyone agreed.
- Asst. Chief Hamilton is contacting all recruits with information about the next training class to be held in Stow. A mandatory meeting will be held on June 27 and the first class is July 12, 2015. All paperwork must be

**MINUTES CONTINUED**

DATE 4/27/15

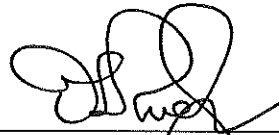
BOARD OF FIRE ENGINEERS

Page 4 of 4

submitted to the Firefighting Academy by May 26, 2015. Applicants must complete ICS 100 & 200 before classes begin.

- Asst. Chief Hamilton reported that Cierra O'Day is going to resign at this time, and Recruit Donald Wysote is going to challenge the FF I/II test.
- Asst. Chief Hamilton gave an update on the District 7 meeting:
  - DCR will not extend the burning season,
  - District 7 will be offering company officer training,
  - District 7 is looking for departments to host impact series training,
  - Tech team awareness training will be held in Sutton on May 4, and
  - Rich Hamilton gave a detailed report on radio communications.
- Chief Rudge received a letter of thanks from Chief Nestor (Northbridge) for the help Asst. Chief Hamilton provided in organizing radio communications for the large funeral for Corp. John Dawson. Corp. Dawson was a Northbridge resident killed in action in Afghanistan. Chief Nestor also thanked Millbury for the station coverage provided and the use of Rescue 1 as a communications center.

Asst. Chief Piscitelli made a motion to adjourn. The meeting adjourned at 9:05 p.m.

  
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Rich Hamilton  
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Bryant Gasco  
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Asst. P. Piscitelli  
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Colt A.S. L. Jr.

Regina A. Markey, Clerk