

MINUTES

Page 1 of 6

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

Date: May 18, 2015 Time: 6:00 P.M.
Present: Chief Rudge, Asst. Chief Hamilton, Asst. Chief Gasco,
Asst. Chief Piscitelli, Asst. Chief Silver
Absent: None

Minutes from May 4, 2015 were approved. Invoices were signed. Mail was read. Account balances were reviewed.

6:00 P.M.-CAPTAINS & LIEUTENANTS MEETING

Capt. Newlands, Capt. King, Capt. Brock, Lt. Cadrin, Lt. Lahair, Lt. LaVallee, Lt. King, Lt. Kosiba, Lt. Stevens, and Lt. Krumsiek were in attendance. Items covered included:

1. Preplans are now called Pre Incident Plans (PIP). The Board is preparing new PIP's. They should be placed in the Resource Book and reviewed on a regular basis so everyone is familiar with their staging positions.
2. SCBA's are expected to be delivered by the end of July, 2015. Fit tests for individual masks will be done on May 30, 2015 (make-up date of June 1). If you cannot make either date, it will be your responsibility to contact Firematic and get the test done. Everyone must pass a fit test. Facial hair can affect the seal. A proper fit is needed for your own protection and for liability issues. Tests to check the fit may be done annually and arrangements will be made to have new guys fitted once they are appointed. The deadline to have a fit test done is before the new SCBA's are delivered. Each person will be responsible for their own mask-keeping it available.
3. Everyone received a fire department shirt. This is considered the "Class C" uniform along with a pair of dark blue dickies. Company officers should check to be sure everyone complies.
4. The Article to fund the land and plans for a public safety building was defeated. The Committee will meet on May 20, 2015 to determine how to move forward. Chief Rudge will keep everyone updated on any progress. It was suggested that the Fire Department seek its own building rather than a shared one. This may be considered.
5. Chief Rudge asked if there were any "Eagle Scout projects" at the stations. Company officers will draw up a list of projects that could be done by someone trying to get their Eagle Scout ranking.
6. Chief Rudge said truck repairs are ongoing and the Board will try to get as much done as possible before the end of the fiscal year. The Town Mechanic is still too busy to handle fire equipment, so vehicles are being repaired elsewhere. Engine 3 will go for new rear tires on 5/20/15. Asst. Chief Gasco will make arrangements with Capt. King to have someone look at the body rot on Engine 4.
7. A detail to clear the Butler Farm area will be done on June 6, 2015. Sign-up sheets are posted in each station.
8. Discussion took place on the recent deaths/funeral services in the fire department. Chief Rudge asked how to get more members to attend. Capt. King said one problem is the number of younger people who did not know the retired/late members. Chief Rudge said it was up to the company officers to impress them with how much it means to the family to have the fire department involved. It shows our support and strengthens the theme of "brotherhood". Lt. Kosiba said his family really

MINUTES CONTINUED

DATE 5/18/15

BOARD OF FIRE ENGINEERS

Page 2 of 6

appreciated the number of firefighters who attended his mother-in-law's service. It meant a lot. Lt. King noted that, in general, today's society is lacking the respect we used to have. Lt. Stevens said that it seemed like more information was provided for the last two or three funerals. He felt this should continue. Either by text, tone, or email, getting the information out is important. This brought about a lengthy discussion of whether or not the company captains text/contact all their guys. Capt. Brock said he sends a text to his guys and his chief. Capt. Newlands said he sends out a text, but does not always get a response. Chief Rudge said getting information out is part of the officers' responsibilities. He said the officers should ask for a reply or acknowledgement from everyone indicating they got the message.

9. Chief Rudge reiterated that insubordination will not be tolerated.
10. Station 3 is scheduled for this year's Memorial Day Parade (May 25). Line-up is at 8:30 a.m. at the VFW. The Board will march and all members are invited to join them.
11. Asst. Chief Gasco and Asst. Chief Silver (with help from Asst. Chief Piscitelli) are responsible for the training schedule. They plan to "step up" the schedule but also include a review of the basics for the newer guys. Asst. Chief Silver asked for any specific ideas for training.
12. Chief Rudge said the Police Dept. is preparing an ALICE plan for the schools. (Alert, Lock-down, Inform, Counter, Evacuate.) The fire department will be notified when the plan is finalized and training sessions will be held.
13. The officers were reminded to list the back in service time on all run sheets and the amount of water used for each incident.
14. Asst. Chief Hamilton thanked everyone for their help during the brush fires at National Grid. Long hours were spent over many days, and he appreciated the work done.
15. Asst. Chief Piscitelli noticed an improvement in guys getting off their trucks in their gear and ready to respond. He said this was good to see and that the company officers should continue to lead by example.
16. Chief Rudge asked if there were any questions:
 1. Capt. Newlands asked if something could be done about the dispatching. There were numerous errors over the weekend. Chief Rudge jokingly answered, he was not sure he would ever see any changes there. Lt. Cadrin asked if the Police Chief could be approached. This was seconded by Lt. King. Discussion took place. Board members agreed this has been an ongoing issue for many years and is not limited to Millbury. The dispatchers work for the police department and the Board must tread lightly when making requests. Chief Rudge will speak to Chief Howell.
 2. Capt. King asked if they would be getting copies of the revised S.O.G.'s and pre-plans. He was told that only one has been officially revised and copies would be distributed soon.
 3. Capt. King asked if the Board can demand that everyone use the email system. Although this was a good idea, not everyone reads their email. The Board will look into sending text messages rather than emails.
 4. Capt. King noted that too many people were responding in private vehicles and parking in front of the building-blocking access for fire trucks. He was told there was a mix-up in the address at the last call, but the Board (and others) would try to park further away.
 5. Capt. King asked for a portable pump for Engine 2. He said the old one was replaced with an electric pump. The Board will look into this.

MINUTES CONTINUED

DATE 5/18/15

BOARD OF FIRE ENGINEERS

Page 3 of 6

6. Capt. King asked if Engine 2 should practice with foam. He was told yes. Also, Asst. Chief Silver supplied each station with 55-gallon containers of practice foam. The containers are to be saved so they can be refilled.
7. Lt. Lahair asked about a radio for the boat. He was told it is on its way.
8. Lt. Krumsiek asked about a portable for Engine 5. He was told the truck radio is now programmed to communicate with Grafton.
9. Lt. Stevens asked about Millbury's Strike Team. Asst. Chief Hamilton said the cards need to be updated.
10. Lt. Krumsiek asked if the fire department could do more public appearances like Engine 5 did at Barnes & Noble. He said the people were great and it was fun. He was told that we have many requests and we try to get all the stations involved.
11. Lt. Cadrin asked if a pump training class was being scheduled. He thought this would be better than training the guys individually. Lt. Cadrin thought the new guys should have to pass pump training before being appointed as a regular because the training can drag on. Asst. Chief Gasco suggested pairing the newer guy with a senior firefighter. Asst. Silver said this may be added to the training schedule.
12. Capt. Brock asked if driver training was starting up again. He was told yes, now that the winter is done.
13. Lt. Kosiba said there was too much chatter on the radio lately. Sometimes it is hard to sign on. Everyone should try to limit unnecessary conversations.
14. Lt. Krumsiek asked the final question and it was only one word: Sirens? He was told no.

Chief Rudge told the officers they are doing a great job. He thanked them for their help during the station tours-it was really appreciated. Asst. Chief Hamilton agreed and thanked everyone for doing a good job. He said 2015 is starting out to be one of the busiest years we've had in a while. Chief Rudge would like to continue holding the officers meetings stressing that communication was important. He thanked everyone for attending.

7:00 P.M.-INTERVIEW-CAPTAIN'S POSITION-STATION 3

William A. Stevens, IV was the only applicant for the position. He provided a letter from the crew at Station 3 supporting him for the captain's position. He was also Asst. Chief Silver's recommendation for the position. Each chief was given the opportunity to ask questions. Chief Rudge: what do you think the job of a captain is? Lt. Stevens: to maintain and run the station and enforce policies. Chief Rudge said leadership is important and the captain needs to set an example and answer as many calls as possible. Lt. Stevens: my attendance is about 25% and has been for 25 years. Chief Rudge: what are your challenges? Lt. Stevens: Station 3 is extremely shorthanded and the crew is very young. Some are working 24-hour shifts and attending school. They need to be kept motivated so we do as much outside training as possible. Also three guys live out of the district. Asst. Chief Hamilton: You should consider this as a re-building year and try to get them as much experience as possible. Also, you need to be there to show leadership and should try to improve your attendance. What can you add to the station? Lt. Stevens: He would like to teach an "MEP" (mechanical, electrical, and plumbing) course and to focus on procedures as well. Asst. Chief

MINUTES CONTINUED

DATE 5/18/15

BOARD OF FIRE ENGINEERS

Page 4 of 6

Gasco: Engine 3 is different from the other trucks. So, it is even more important that the crew knows how to operate it. And, being so shorthanded, the guys need to know how to run the pump. Also, the truck needs to be put back in service after every call so there is no delay in responding to the next incident. Lt. Stevens: A training plan is being worked on, but three of the guys work on Monday nights. Asst. Chief Gasco also noted that Lt. Stevens needs to earn the respect of the guys and one way to do this is to improve his attendance. Asst. Chief Piscitelli: If you're shorthanded and need extra help, don't hesitate to ask for it from other stations. He asked Lt. Stevens how he would handle discipline, what steps would you take. Lt. Stevens: He would pull the individuals aside and get their story and try to settle the issue. He's not a yeller and would prefer to get both sides and work with them. Asst. Chief Silver: Having worked with Bill for many years, he had no questions. He would like to be kept in the loop and said that communication is very important. Lt. Stevens noted that he will be selling his house but staying in Millbury. Having no other questions, Asst. Chief Silver made a motion to appoint Bill Stevens as the captain of Station 3. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote. The Board congratulated the new captain and offered their support.

S.O.G. #2-

More information will be gathered on this policy. Final review and approval will be done at the next Board meeting.

REVIEW PRE-INCIDENT PLAN – STELLAR INDUSTRIES

Board members reviewed the PIP for Stellar Industries as drawn up by Asst. Chief Hamilton. Asst. Chief Silver asked if the RIT should be included. He was told this is a basic response plan. Assignments will be done once the situation is accessed. Asst. Chief Hamilton made a motion to accept the pre-plan as written. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote.

REVIEW PRE-INCIDENT PLAN – MILL TEX

Board members discussed the maintenance/condition of the private yard hydrants at Mill Tex. The PIP as drawn up by Asst. Chief Hamilton was reviewed. Asst. Chief Hamilton made a motion to accept the pre-plan as written. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote.

OLD & NEW BUSINESS

- Michael Couture submitted a doctor's letter stating he can return to work on May 18, 2015. Asst. Chief Silver made a motion to return FF. Michael Couture to active duty effective this date. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote.
- Linda Gosselin provided training dates for next year's CPR/First Responder classes. They will be held on March 14 and April 4, 2016.

MINUTES CONTINUED

DATE 5/18/15

BOARD OF FIRE ENGINEERS

Page 5 of 6

- Chief Rudge said he received notice that the self contained breathing apparatus is expected to be delivered by the end of July, 2015.
- Minuteman provided an updated estimate of \$4,825 for fabricating and installing a slide out tray for Rescue 1. This will be addressed at the next meeting.
- Specialty Vehicles will submit outstanding invoices this week.
- Chief Rudge said the ALICE response may not be done until September. Training drills have taken place but the Fire Department was not included. The Board felt it was important to be a part of the planning and the drills. It was decided to send a letter to Chief Howell asking for an update and what the fire department's function will be.
- Two recruits have submitted applications to the Mass. Firefighting Academy's Call/Volunteer Recruit Training Course. Recruits Fran Harrington and Chris Bruinsma were the only ones available. Bianca Gonzalez verbally told Capt. Stevens that she was resigning. Recruit Don Wysote is in the process of challenging the FF I/II test.
- FF. Medina received a replacement pair of bunker pants.
- Asst. Chief Hamilton needs to re-start the smoke detector program.
- Chief Rudge said he has received and heard many good comments on the fire department's Facebook page. He thanked Asst. Chief Hamilton for doing such a good job. Asst. Chief Hamilton said Asst. Chief Silver is now authorized to post on the page as well.
- The training schedule was discussed. Asst. Chief Gasco said he would like to include training on how to fight a fire when solar panels are present. So many have been installed in Town that he feels this is necessary.
- Asst. Chief Silver said he delivered the foam to each station for tonight's training.
- Asst. Chief Gasco needs to get prices on a replacement air bag for the Rescue and an estimate for the body work on Engine 4.
- Asst. Chief Gasco is working with Sutton Fire to complete the picture ID's.
- Asst. Chief Piscitelli will assist with the training schedule. He suggested a couple of surprise drills. Have the guys in their stations and tone out a scenario they must respond to. This could generate some excitement as well. Board members liked the idea.
- Chief Rudge is looking into using the house at 117 Elm Street for training. The house is scheduled to be torn down and would be good for search & rescue training.
- Asst. Chief Piscitelli said the power pack for the lights on Engine 5 was not needed. It turned out to be a pinched wire, so now there is a spare pack.
- Asst. Chief Piscitelli stressed the need for Engine 3 & Engine 5 to work together if manpower is needed.

MINUTES CONTINUED

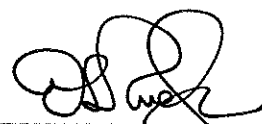
DATE 5/18/15

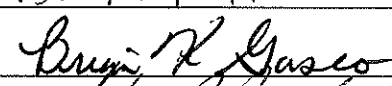
BOARD OF FIRE ENGINEERS

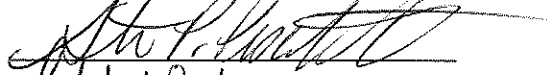
Page 6 of 6


- Asst. Chief Hamilton made a motion to purchase six accountability boards. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote.
- Asst. Chief Hamilton said an anonymous source donated two items for the fire department's future museum. One was a picture of one of the original steamers and a hose wagon in front of the original Town Hall. The other was the badge worn by Fire Chief William D. Horne. He was excited to have both items.
- Asst. Chief Gasco said Rescue 1 was taking the boat out tonight for training. The wet suits will be checked for needed repairs.
- Asst. Chief Piscitelli made a motion to replace a pike pole on Engine 5. This was seconded by Asst. Chief Hamilton and carried on a 5-0 vote. Asst. Chief Hamilton will get prices on different styles of pike poles before ordering.
- Asst. Chief Piscitelli told the Board that both yard hydrants at Cameron Valve (Latti Farm) were not working. Whitewater was notified last week, but no response was received. They will be notified again.

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



Rich P. Horne


Brian K. Gasco




Regina A. Markey, Clerk