

MINUTES

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

Date: June 1, 2015 Time: 6:30 P.M.

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

Absent: None

Minutes from May 18, 2015 were approved. Invoices were signed. Mail was read. Account balances were reviewed.

6:45 P.M.-INTERVIEW-STEVEN CHRISTY

Steven Christy met with the Board to review his application for membership. Asst. Chief Hamilton and Asst. Chief Silver were familiar with him since he was a member of the Explorer Post. Chief Rudge explained training requirements. Asst. Chief Hamilton made a motion to appoint Steven Christy as a recruit in training pending a successful physical exam, drug test, physical ability test, and CORI report. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote. Mr. Christy will be assigned to Fire Headquarters.

REVIEW S.O.G. #2-

Board members reviewed the Town's substance abuse policy as listed in the Employee Handbook. One question that needs an answer is who pays for an employee to attend a treatment program. The S.O.G. will be placed on the Agenda of the next meeting.

REVIEW S.O.G. #5 RADIO COMMUNICATIONS

Board members reviewed the S.O.G. for radio communications. Chief Rudge suggested using "back in quarters" instead of "back in service"-since the department is always ready to respond. Two other amendments will be made. Asst. Chief Hamilton made a motion to accept the S.O.G. as amended. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote.

PRE-INCIDENT PLAN - BUCK BROTHERS

Board members reviewed a PIP drawn up by Asst. Chief Hamilton. Duane Fortin (Buck Brothers) drew up a map of the complex with employee meeting places and FDC's indicated. Each building will be numbered. Asst. Chief Gasco made a motion to accept the PIP as written. This was seconded by Asst. Chief Silver and carried on a 5-0 vote.

OLD & NEW BUSINESS

- The following truck repair report was inadvertently left out of the Minutes of 5/18/15:
 - Engine 1: Ok
 - Rescue 1: Ok
 - Tower 1: Ok

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- Engine 2: No report submitted
 - Engine 4: No report submitted
 - Hose 1: No report submitted
 - Engine 3: No report submitted
 - Forestry 1: No report submitted
 - Engine 5: Windshield washer not operating, left side flood light no working, bar light not working properly.
- The registered letter sent to FF. Tom LaVallee was returned as undelivered. Chief Rudge will hand deliver the letter tonight.
 - The Board received a request for a fire truck to participate at the Owen Carrigan Memorial Field Day to be held at the Elmwood Street School on June 7 from 1 to 5 p.m. Board members approved the request and Station 2 will be asked to participate.
 - The Lion's Club is planning their annual carnival. Fireworks will be displayed on July 3rd & 4th with a rain date of July 5th. Sign-up sheets will go out to the stations.
 - The Board declined an invitation to participate in East Brookfield's 4th of July parade.
 - Fit tests for SCBA masks were being done tonight. The tests scheduled for 5/30 had to be canceled because of a computer issue. A copy of all test results and information will be provided to the Board when completed. A make-up date is scheduled for Tuesday, June 23, 2015 at Fire HQ beginning at 3:00 p.m.
 - Chief Rudge gave an update on the Public Safety Building Sighting Committee. He said representatives of the community at large will be added to the Committee and the charge will be changed to the sighting and development of plans for the building.
 - Millbury's recruits were not accepted into the recruit training class in Stow because the class was full.
 - Members will be asked if they prefer to receive notices by email or text.
 - Wayne Pump Repair will do pump testing on all trucks next Wednesday at a cost of \$175 a truck. Asst. Chief Hamilton will get two more firefighters to help with the testing.
 - Asst. Chief Silver will draw up a list of repairs needed on Engine 3. The truck will go to Specialty Vehicle either tomorrow or Wednesday for evaluation and/or repair.
 - Chief Rudge spoke with Sgt. Lewos about ALICE training. The two agreed to meet soon to discuss the specifics. A letter was sent to Chief Howell for an update on the program but no response has been received.
 - Chief Rudge has not received permission to use the house at 117 Elm Street for training.
 - The two hydrants at Latti Farm Road (near Cameron Valve) have been bagged. They are scheduled to be repaired.

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- Only one person signed up to help with the clearing of Butler Farm. Board members agreed to ask the Explorers if they are interested. If not, the prison work crew may be looked at. Once cleared, the maintenance will be turned over to the DPW.
- Transmissions on the trucks need to be serviced. This will be scheduled with Ballard Mack after pump tests are done.
- The Board discussed the slide out tray for Rescue 1. An estimate of \$4,825 was received, but the work must be done before June 30th to be paid from this year's budget. Asst. Chief Hamilton made a motion to order the slide out tray. This was seconded by Asst. Chief Gasco. No vote was taken as Board members agreed to wait until the next meeting to make a decision.
- The Board discussed the search & rescue incident that occurred on 5/30/15 on Oak Pond Avenue.
- Asst. Chief Hamilton made a motion to purchase 36 grave markers engraved with MILLBURY at a cost of \$497.26. This was seconded by Asst. Chief Piscitelli and carried on a 5-0 vote.
- The Detail/Brush account is overdrawn. A transfer of funds will need to be done to balance the account-possibly from Supplies & Materials or Professional Development.
- Chief Rudge will be on vacation from June 9 through June 14, 2015.
- The purchase of a smoke machine will be decided at the next meeting.
- Asst. Chief Hamilton has not supplied a radio for the boat.
- Millbury will host the June meeting of District 7. This will be held at the Senior Center.
- Recruit Wysote will challenge the FFI/II test this month.
- Asst. Chief Silver will oversee the recruits to be sure they have everything they need for a future recruit training class. ICS 100 & ICS 200 are now required. Asst. Chief Silver said the recruits will continue to train on Monday nights until a new class is scheduled.
- Asst. Chief Hamilton said the fire department will receive three pumps and a generator from a Homeland Security Grant. The application must go through the Emergency Management Director.
- Chief Rudge asked if Asst. Chief Hamilton updated the Strike Team cards for Station 3. He is working on this.
- Asst. Chief Piscitelli said Engine 5 needs a new 10' pike pole. Asst. Chief Hamilton will get prices for different styles and order one.
- Asst. Chief Gasco said everything went well with the water rescue training. One wet suit has gone out for repairs at a cost of \$185.
- Asst. Chief Gasco is waiting for a quote for a Hurst bag to replace Rescue 1's large air bag.
- Asst. Chief Gasco said Audette's does not have the time to do repairs on Engine 4 before June 30th. He will check with other companies for

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estimates and availability. The repairs may have to wait until the next fiscal year.

- Asst. Chief Gasco is working to complete the picture ID's.
- The Board discussed pump training. It was suggested that a recruit cannot be appointed as a regular until he completes driver training and pump training. Discussion took place. Board members agreed to see if anyone is willing help with pump training. Although they had someone in mind, sign-up sheets will be sent to all stations. Asst. Chief Silver asked if a training officer was needed. Chief Rudge said no since the Board now prepares the training schedule and recruit training is no longer done in-house. This brought about discussion of the Rules & Regulations of the Fire Department which states that a training officer will be appointed annually. The Rules & Regulations may be revised next fiscal year.
- Asst. Chief Piscitelli will paint Tower 1's overhead door soon. He will look into a new door for the access to the flat roof at Fire HQ.
- Asst. Chief Silver said the training schedule for the remainder of the summer should be ready for review at the next meeting.
- Asst. Chief Hamilton made a motion to purchase a back up battery for the computer in the front office. This was seconded by Asst. Chief Gasco and carried on a 5-0 vote. This will keep the toning system running in case of a power outage.
- Asst. Chief Hamilton explained that we are running into an issue with seniority. Some recruits have more seniority than regular firefighters. This is caused by putting off recruit training or not finishing the training program. Discussion took place. Board members felt seniority should begin when you are appointed as a regular and not as a recruit. This will be put on the Agenda of the next meeting.
- Asst. Chief Gasco ordered more 4-cycle and 2-cycle fuel for all stations. He requested that the containers be saved for future use.
- Board members discussed the fire that occurred on the island in Dorothy Pond (Phil's Island). Asst. Chief Piscitelli said there is access to the island from the very end of Manor Road. Depending on the water level, you may be able to walk over to it. The structure on it is about 20' x 20' and should be checked to be sure no one is in it. Asst. Chief Piscitelli said it may be possible to use Tower 1 from Manor Road to put out any fire. The owner may draw up a pre incident plan for the Board to review.
- Asst. Chief Piscitelli said former member Mike Krumsiek needs a new name plate. After some discussion, Asst. Chief Piscitelli made a motion to purchase new name plates for the retirees who still participate. This was seconded by Asst. Chief Hamilton and carried on a 5-0 vote. The plate will include the highest rank attained and the word "Retired".

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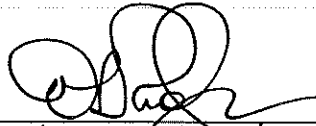
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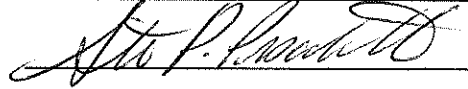
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- Asst. Chief Silver suggested looking into the "I Am Responding" program. He said when a tone is sent out, those responding could reply giving the incident commander an idea of how many personnel to expect. It also tracks response times. Discussion took place. While the program has some benefits, it may not be worth the initial expense and yearly fee.
- FF. Michael Couture and FF. Brian Dalton signed up for the lieutenant's position at Station 3. Interviews will be held on June 15, 2015.

Asst. Chief Piscitelli made a motion to adjourn. The meeting adjourned at 9:45 p.m.



Richard P. Hall



Regina A. Markey, Clerk