

MINUTES

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

Date: August 5, 2013 Time: 6:30 p.m.
Present: Chief Rudge, Asst. Chief Hamilton, Asst. Chief Hobin,
Asst. Chief Piscitelli
Absent: Asst. Chief Gasco (vacation)

Minutes from July 1 and July 8, 2013 were approved. Invoices were signed. Mail was read. Account balances were reviewed.

6:45 P.M.-FF. MICHAEL BIEN-INTERVIEW

Mr. Michael Bien met with the Board to discuss his application for membership. He is currently a member of the Explorers. After his interview, Asst. Chief Piscitelli made a motion to appoint Mr. Bien as a recruit-in-training pending a physical exam, drug screening, C.O.R.I. check, and physical ability test. This was seconded by Asst. Chief Hamilton and carried on a 4-0 vote. Mr. Bien will be assigned to Station 5.

7:00 P.M.-FF. HANK ALLARD

FF. Hank Allard was not able to meet with the Board because he was working. He spoke with Asst. Chief Hamilton and requested a six-month leave of absence. FF. Allard will be told he must submit the request in writing before the Board can take any action.

NEW INSPECTORS

Board members reviewed the sign-up sheets from all stations. In total, there were 12 interested in doing inspections-HQ (3), S2 (2), S3 (3), S5 (4). Discussion took place. Asst. Chief Hamilton suggested starting with the company officers who were interested. He made a motion to appoint Keith Newlands, Francis King, Robert Silver, and Stephen Brock as inspectors and have them complete the basic fire inspector training program offered by the Mass. Firefighting Academy. This was seconded by Asst. Chief Piscitelli and carried on a 4-0 vote. The training can be done on-line. Results must be submitted to the Board before inspections are assigned.

OLD & NEW BUSINESS

- The Board will meet on 8/19/13 with the architect selected to draw up plans for the public safety building. Chief Rudge passed out a survey for Board members to complete. Capt. King will attend as well.
- Chief Rudge spoke with Bob Spain about the shortfall in the LOSAP account. Information is being gathered for further review.
- The annual chiefs' chicken bar-b-que will be held on 8/15/13 in Oakham. All Board members are invited to attend.

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- The damage on Rescue 1 has been repaired and Board members were pleased with the work.
- Chief Rudge reported he did a walk-thru of Nordstrom's last week. The store will not be occupied until after 8/15/13. A construction key and fire alarm panel key are located in the Knox box.
- Field Day plans are on-going. Set up will begin at 9:00 a.m. on 8/24/13. Sign-up sheets were sent to all stations and must be returned by 8/9/13. Asst. Chief Hamilton will draw up a duty schedule for the volunteers to follow. He also needs a head count so he can order t-shirts. Each station will be asked to make a donation towards the rental of the bouncy house.
- Chief Rudge said he spoke with Brian Turbitt about creating a cell phone stipend. This can be done as long as the stipend is processed through the payroll system so taxes can be deducted. Board members reviewed the cost of cell phone service from the last fiscal year. Asst. Chief Hamilton made a motion to establish a cell phone stipend of \$50 per chief per month. This was seconded by Asst. Chief Hobin and carried on a 4-0 vote. The stipend will be retroactive to 7/1/13.
- The Cable Committee wants to schedule training on the use of Rescue 1's camera. Asst. Chief Hamilton will arrange this.
- Chief Rudge distributed a copy of Auburn Fire's Social Media Policy for the Board to review.
- Life Flight contacted District 7's E Board to inform them of a proposal to change the communication procedure between them and the requesting fire department. Asst. Chief Hamilton was opposed to the change because it will mean having to switch to a different frequency when contacting Life Flight. District 7 will bring this up for discussion at a future meeting and Asst. Chief Hamilton will keep the Board updated on any progress.
- Chief Rudge asked the Board if they had any comments on the slots parlor proposed for McCracken Road. Chief Rudge must submit his comments to the Planning Board by the end of the week. Discussion took place. Board members agreed the number one concern was traffic. Opticomms are a must and an emergency access road through Tainter Hill will be requested. Hydrants are to be located in the parking lot subject to the Fire Chief's approval, and Board members would like access to the site during construction for emergency vehicles.
- Asst. Chief Piscitelli needs to be fitted before his gear can be ordered.
- Asst. Chief Hamilton reported the golf shirts and the boards for upgrading the portables have been ordered.
- Asst. Chief Hamilton said Mark Strom contacted him regarding repairs to Marine 1. It will be at least another two weeks before the parts come in. Mr. Strom would like to move the boat back to Station 3 until the parts

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arrive. Board members agreed and noted that the boat is still out-of-service.

- Tower 1 will go to Minuteman for repairs on 8/19/13. Rescue 1 will go in immediately after this so safety recall work can be done on the truck.
- Chief Rudge presented the following truck repair report based on P.M.'s done in July:
 - Engine 1: front springs need replacing, water leak near pump
 - Tower 1: A/C not working, ABS light on, check engine light on
 - Rescue 1: ok
 - Engine 2: strobe lights out, 2.5 cross-lay gauge not working
 - Engine 4: chute rotted (has been replaced), rust over wheels
 - Hose 1: fuel gauge not working
 - Engine 3: foam tank light on, left turn signal running light out, left flood light out, generator needs repair, gas meter not working
 - Forestry 1: right side brake and directional not working
 - Engine 5: exhaust flex pipe broken after first clamp, emergency lights front and corner red not working, hydraulic leak at cab tilt fittings.
- District 7 held an "after action" meeting to review the response to the recent fire in Uxbridge. There were some issues with dispatching and activating Strike teams-and there were too many vehicles on scene that were idle. Procedures will be fine tuned.
- Asst. Chief Hobin said the full department drill scheduled for 8/12/13 at the Shaw School will focus on accountability, familiarity with 4" hose, and attack & supply. He will check with the School to be sure it is available and will notify Aquarion Water about using the hydrant.
- Asst. Chief Hamilton made a motion to purchase one dozen gloves at a cost of \$70 a pair (\$840 total). This was seconded by Asst. Chief Hobin and carried on a 4-0 vote. Asst. Chief Hamilton made a motion to purchase three pairs of boots at a cost of \$160 a pair (\$480 total). This was seconded by Asst. Chief Hobin and carried on a 4-0 vote.
- Asst. Chief Hamilton is looking into a folding boat that would fit into the compartment on Rescue 1. He explained the 11' boat can be folded for easy storage. The cost is \$3400 for the boat and \$2600 for a motor.
- Asst. Chief Hamilton suggested ordering trading cards that would feature Millbury's apparatus. The cards cost \$129 per set and would be used for fire prevention programs. He showed the Board a sample. Asst. Chief Hamilton then made a motion to purchase six sets of the trading cards. This was seconded by Asst. Chief Piscitelli and carried on a 4-0 vote.
- Asst. Chief Hobin told the Board a tree came down at Station 3. The crew cut up the limbs, but the debris needs to be carted away. Chief Rudge will check with Rob McNeill, DPW Director, to have the debris removed.
- Asst. Chief Hobin asked about a Standard Operating Procedure (S.O.G.) that called for a line to be drawn when an accident involved entrapment. He

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said this was not done at a recent motor vehicle accident and felt the S.O.G. should be reissued and reviewed on Monday nights. After some discussion, Asst. Chief Hobin made a motion to re-issue the S.O.G. and include it in the Standard Operating Guideline manual. This was seconded by Asst. Chief Hamilton and carried on a 4-0 vote. For the record, S.O.G. #26-Accident with Entrapment, will read as follows: *Any car or truck accident in which the occupants are trapped or are unable to be moved due to their condition, an 1½" or larger pre-connected hose line will be pulled and charged. The hose line should be advanced to a safe location near the vehicle involved and remain there until the victims are extricated. This will provide better protection for the trapped victims and for the rescue personnel in case of a fire. Portable dry chemical extinguishers shall also be readily available at the scene.*

- Asst. Chief Hobin said he estimated it would cost \$150 to cement the floor drains at Station 3. He made a motion to allow the crew at Station 3 to spend no more than \$150 to fill in the floor drains at Station 3. This was seconded by Asst. Chief Piscitelli and carried on a 4-0 vote.
- Asst. Chief Hobin requested a set of battery operated JAWS for Engine 3. Asst. Chief Hamilton said there is a back-up set at Fire HQ. Chief Rudge said the unit should be tested and evaluated before being placed on Engine 3. Asst. Chief Hamilton will arrange this. Once placed on Engine 3, this set would act as a back-up to Rescue 1's.
- Asst. Chief Piscitelli told the Board about an abandoned house on Westview Avenue. He said the house is set about 25' off the road. Due to the overgrowth, it cannot be seen from the road. Chief Rudge said he received a letter from residents of Westview Avenue indicating the poor condition of the home, the vandalism that has occurred there, and vagrants using it as shelter. The letter was also sent to the Police Chief, Board of Health, Building Inspector, and Board of Selectmen. Asst. Chief Piscitelli asked if we could get the house secured or at least notify all stations of its condition. It was agreed to send a notice to all stations about the house and the need to use caution if an incident occurs there.
- Asst. Chief Piscitelli asked if Mike Manners could be thanked for his assistance at a recent incident involving a vehicle going into Dorothy Pond. (On 7/29, a vehicle veered off Wheelock Avenue and landed in Dorothy Pond. Asst. Chief Piscitelli was first on scene and determined the driver needed to be extricated immediately for his own safety. Asst. Chief Piscitelli-with the help of Mike Manners- waded into the Pond and was able to extricate the driver and take him to shore.) Discussion took place. Asst. Chief Hamilton said Asst. Chief Piscitelli should also be recognized for his efforts. It was agreed to recognize Mike Manners and to notify the Board of Selectmen about the incident. Asst. Chief Piscitelli reported he was able

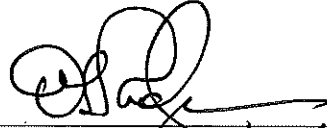
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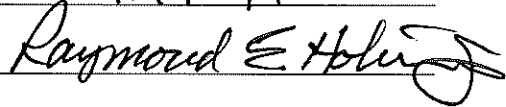
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to replace his water damaged cell phone at no charge.

- Asst. Chief Hamilton said Engine 1 will have springs replaced on 8/7/13.

Asst. Chief Hobin made a motion to adjourn. The meeting adjourned at 8:00 p.m.



Richard R. Hall


Regina A. Markey, Head Clerk