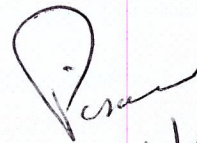


**Fire Commissioners Meeting  
December 18 2018 at 5:30 p.m.  
976 Main Street, Freedom Hall, Cotuit, Massachusetts**

  
11/15/19

Called to order at 5:30

Present: Commissioner's Rick Pisano, Kevin Conley, Adam Zais and Fire Chief, Paul Rhude

Public Recording: Amy Kates recording

**Public Comment:**

- Amy Kates inquired about line item 5150 from the 11/30 budget appropriation report. Chief Rhude responded that this line item covers unknown, miscellaneous expenses such as picking up vehicles, administrative leave. Cynthia Gardner inquired about administrative leave and if all three Commissioners knew-which yes, they did. Ms. Gardner's next questions was during the budget discussion for FY19 discussed Scott air packs-she noticed there hasn't been an update and what plans are being done to fulfill that line item. Chief Rhude replied that the tanks are changing in March 2019- if bought them now they would not be compatible with the March changes. Project was to buy half now, half fiscal year. Plan now is the company with the state bid will loan us bottles at no charge to get us through until March.

Minutes: Motion made to approve November minutes with no changes, seconded, all in favor

**Chief Report**

**Monthly Activities:** (please see attachment A)

**Administrative:**

- Discussed Open Cape-working with the town for a while to get fiber to increase speed and internet. Received a quote from Open Cape-the splice cost would be \$2,200 and then \$800 for equipment leaving the monthly cost at about \$175 a month for 20 megs. Currently we have Comcast which is \$105 a month. If joined with the water department, could help them save money on fiber by getting a lower rate by going through us-Chief Rhude will discuss with the Water Department. Benefits are since it is fiber gives the opportunity to increase bandwidth at any time, higher speed, reliability, software platforms, security systems. Will review further.
- Working on getting prices for Web redesign and for costs for on-line fee payments. The water department and Treasurer are discussing options.
- SOG's were sent to the Commissioners

**Training:** FF are reviewing cold weather training OPPS

**Apparatus:**

- 266 out of service for the winter. The new 260 is in service
- Decals: Commissioner Conley and Chief Rhude working on graphics-Chief proposed a design similar to COMM-Commissioner Conley concurs.
- Chris Dauley working on disposal on the old 260 & 269 though govdeals.com. Commissioner Conley asked about the old 266-asked if it could be put on the gov site also-answer is yes though Bosuns may get top dollar on it (Association owns the boat)
- Commissioner Pisano asked if the new 260 is it full equipped-Chief Rhude answered yes, just needs a charger for the portable on it-using portable from the station.

**Pro EMS report:** (Please see attachment B)



**Personnel:** All shifts back up to full strength

**Facilities:**

- Station driveway is complete and looks perfect and the handicap spot is legal. Concrete walkway will be replaced next week.
- No new bids on roof, is more complicated so not able to go through BC system.
- Don't have a proposal on station security yet
- Looking into bids for our water heater-still getting estimates as the currently bids are very high. Commissioners agreed to authorize the Chief to go up to \$10,000 for a water heater, though the Chief feels the currently quotes are ridiculously high and will look for a more reasonable quote.
- Got new tools for the station from Sears going out of business sale
- Prudential Committee is doing a facilities study-architect toured the station and Chief gave him some suggestions. Commission Pisano mentioned this renovation would be another benefit to tie into Open Cape as well. Chief Rhude is going to propose to the Treasurer that our current IT company (which is currently maintaining the fire department and treasurer's office-looking into the water department) to put all departments together under one contract to receive a better rate-and the Treasurer could maintain the contract under their budget.

**Old Business:**

- Commissioner Pisano previously reviewed the warrants and didn't see any changes in the past month and the ProEms report is available for review. Chief Rhude mentioned that a few local departments are either thinking of or have already pulled out of their contracts with Cape and Islands EMS. This would devastate CIEMS budget and business which could possibly shut them down. Luckily, we signed up with ProEms last year (which provides our QA/QI, billing, recertifications) and if CIEMS closes we would be ok with the exception of having a medical director, which ProEms assured us they could assist with that process. Public comment was made but inaudible.
- Hurricane Preparedness-left the last meeting with the discussion about looking into talking with the DPW and other options for heavy equipment during storms. Commissioner Pisano was on sites for used equipment, not sure if want to buy heavy duty equipment second hand. Chief Rhude spoke with the water department and they currently contract out for emergency repairs, brush and snow removal, but said they could use a piece of equipment to do a lot on their own-would have to train their personnel for hydraulic licenses (as would some in the fire department) the DPW has a small loader they keep in the cemetery-may be able to work with us, but not ready to commit to that right now. Chief is also working with DCR that auctions federal equipment-they will keep an eye out for equipment for us and also reach out to Silvio as he is a civil engineer and works with the DPW. Ideal is to have someone from the DPW that is trained and equipped to come out and help us out in exchange for housing and food during the storm.
- Boat Naming contest: Chief Rhude suggests putting the contest on the website, commissioners pick the winner, and the winner rides to the vineyard for ice-cream (already covered under the insurance) Agreed to advertise in the Currents, in the school, the Coop, and the website. Commissioner Conley asked if we have the ability to have a monthly paragraph in the Currents, Chief Rhude and Commissioner Zais will look into it.

Motion to adjourn: seconded, all in favor

## COTUIT

## Incident Type Report (Summary)

Alarm Date Between {11/01/2018} And {11/30/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
<b>1 Fire</b>				
111 Building fire	1	1.47%	\$0	0.00%
113 Cooking fire, confined to container	1	1.47%	\$0	0.00%
	<u>2</u>	<u>2.94%</u>	<u>\$0</u>	<u>0.00%</u>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
311 Medical assist, assist EMS crew	3	4.41%	\$0	0.00%
321 EMS call, excluding vehicle accident with	38	55.88%	\$0	0.00%
322 Motor vehicle accident with injuries	2	2.94%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	1	1.47%	\$0	0.00%
381 Rescue or EMS standby	1	1.47%	\$0	0.00%
	<u>45</u>	<u>66.17%</u>	<u>\$0</u>	<u>0.00%</u>
<b>4 Hazardous Condition (No Fire)</b>				
410 Combustible/flammable gas/liquid condition,	1	1.47%	\$0	0.00%
440 Electrical wiring/equipment problem, Other	1	1.47%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	1.47%	\$0	0.00%
	<u>3</u>	<u>4.41%</u>	<u>\$0</u>	<u>0.00%</u>
<b>5 Service Call</b>				
550 Public service assistance, Other	1	1.47%	\$0	0.00%
551 Assist police or other governmental agency	1	1.47%	\$0	0.00%
561 Unauthorized burning	1	1.47%	\$0	0.00%
571 Cover assignment, standby, moveup	4	5.88%	\$0	0.00%
	<u>7</u>	<u>10.29%</u>	<u>\$0</u>	<u>0.00%</u>
<b>6 Good Intent Call</b>				
600 Good intent call, Other	3	4.41%	\$0	0.00%
611 Dispatched & cancelled en route	1	1.47%	\$0	0.00%
	<u>4</u>	<u>5.88%</u>	<u>\$0</u>	<u>0.00%</u>
<b>7 False Alarm &amp; False Call</b>				
700 False alarm or false call, Other	1	1.47%	\$0	0.00%
733 Smoke detector activation due to	1	1.47%	\$0	0.00%
735 Alarm system sounded due to malfunction	3	4.41%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	1.47%	\$0	0.00%
745 Alarm system activation, no fire -	1	1.47%	\$0	0.00%

## COTUIT

## Incident Type Report (Summary)

Alarm Date Between {11/01/2018} And {11/30/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call	7	10.29%	\$0	0.00%

Total Incident Count: 68

Total Est Loss: \$0



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# PRO-EMS SOLUTIONS

## Town of Cotuit Ambulance Billing Accounting Reports

	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
Previous Balance Forward	\$0.00	\$19,422.87	\$49,171.13	\$55,539.21	\$54,398.39	\$51,417.63
Charges in Period	\$50,370.00	\$50,369.40	\$62,873.30	\$56,130.00	\$71,962.80	\$105,977.00
Contractual Allow	\$30,947.13	\$22,324.18	\$32,455.72	\$30,991.11	\$36,201.95	\$56,531.38
Manual Contractual	\$0.00	\$0.00	\$3,204.99	\$2,277.72	\$10,148.32	\$5,656.42
Payment	\$0.00	\$0.00	\$19,761.02	\$20,112.26	\$24,295.92	\$22,493.14
Refund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Write-Off	\$0.00	\$0.00	\$1,083.49	\$3,912.07	\$1,660.57	\$2,048.70
Credits in Period	\$30,947.13	\$22,324.18	\$56,505.22	\$57,293.16	\$72,306.76	\$86,729.64
Charge Adjustments	\$0.00	\$5,042.70	\$0.00	\$0.00	\$0.00	\$0.00
Credit Adjustments	\$0.00	\$3,339.66	\$0.00	-\$22.34	\$2,636.80	-\$320.37
Misc Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$19,422.87	\$49,171.13	\$55,539.21	\$54,398.39	\$51,417.63	\$70,985.36

	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
SENT DIRECTLY	\$0.00	\$0.00	\$19,544.15	\$18,966.07	\$22,842.20	\$11,461.95
LOCKBOX	\$0.00	\$0.00	\$216.87	\$1,146.19	\$1,367.02	\$11,031.19
CREDIT CARDS	\$0.00	\$0.00	\$0.00	\$0.00	\$86.70	\$0.00
Totals	\$0.00	\$0.00	\$19,761.02	\$20,112.26	\$24,295.92	\$22,493.14

	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD
Previous Balance Forward	\$70,985.36	\$65,661.91	\$41,701.58				\$600,382.60
Charges in Period	\$78,117.30	\$62,121.30	\$62,461.50				\$332,497.22
Contractual Allow	\$47,857.74	\$41,150.19	\$34,037.82				\$36,406.85
Manual Contractual	\$6,603.08	\$7,118.26	\$1,398.06				\$159,274.53
Payment	\$25,134.15	\$28,576.81	\$18,901.23				-\$190.16
Refund	\$0.00	-\$84.82	-\$105.34				\$20,371.52
Write-Off	\$5,160.45	\$2,784.77	\$3,721.47				\$548,359.96
Credits in Period	\$84,755.42	\$79,545.21	\$57,953.24				\$2,808.90
Charge Adjustments	\$0.00	\$13.20	-\$2,247.00				\$11,416.46
Credit Adjustments	-\$1,314.67	\$6,549.62	\$547.76				\$0.00
Misc Adjustments	\$0.00	\$0.00	\$0.00				
Totals	\$65,661.91	\$41,701.58	\$43,415.08				

	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	YTD
SENT DIRECTLY	\$20,417.75	\$21,739.13	\$15,173.84				\$130,145.09
LOCKBOX	\$4,716.40	\$6,573.07	\$3,202.18				\$28,252.92
CREDIT CARDS	\$0.00	\$264.61	\$525.21				\$876.52
Totals	\$25,134.15	\$28,576.81	\$18,901.23	\$0.00	\$0.00	\$0.00	\$159,274.53