

Fire Commissioners Meeting
July 9, 2019 at 5:30 p.m.
976 Main Street, Freedom Hall, Cotuit, Massachusetts

Called to order at 5:30

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

Recording: Amy Kates is recording

Public Comment: Cynthia Gardner asked that when discussing apparatus if could give a report on the date Engine 263 went out of service and plans for when will be back in service.

Minutes: June 2019 minutes reviewed, accepted as presented, seconded, all in favor

Chief Report

Chief introduced Tim Shield, the new Call FF/EMT

Monthly Activities:

- (please see attachment A)

Administration:

- Reviewed Community Coffee
- Announced the winners of the boat naming contest-Liz Pappas and Barbara Webb
- FF Emerson researching a new scheduling software-Crew Sense, Target Solutions.
- Replaced two computers with surfaces through Pro Ems
- Reviewed OML complaint. Commissioner Pisano made a motion that we formally respond with the outline Chief provided, seconded, all in favor.
- Chief Rhude also requested that any future complaints and public information requests go to legal counsel Gargiulo and Rudnick. Commissioner Conley motion based on Chiefs request, seconded, Commissioner Pisano asked and wanted to confirm that this request is based only on the complaints/requests regarding fire department, Chief confirmed yes it was. Commissioner Zais asked why refer public information requests to lawyers, Chief replied is best to go through legal so don't inadvertently release information that may not be public information. Move to motion, All in favor

Training:

- Lt McNamara has been training personnel on the boat
- Waiting to coordinate a crew operator training with the coast guard search and rescue class this fall
- FF Clark training Imagetrend training with the new software

Pro EMS report:

- (Please see attachment B)

Personnel:

- One FF still out on IOD
- Two interns from Barnstable HS, will begin in the fall

Apparatus:

- 263 repair quotes discussed (please see attachment c) Motion made to accept bid from M&R to get work done, seconded, all in favor
- Discussed the pros and cons of having two engines in the district
- Scott bottles and tanks have been ordered

Facilities:

- Reviewed three roof bids (please see attachment d). Motion made to authorize Chief to spend the \$65,000 to get the roof fixed and to make every effort to bring it down to where it has been appropriated already, but he has the authority to spend the 65, seconded, all in favor.
- DPW, State Forestry, AmeriCorps Volunteers and FF's Anderson and Staggs opened up Cordwood Road

New Business:**Old Business****Executive Session:**

- Motion made for the Committee to go into Executive Session and will not be returning to open session, seconded, all in favor.
1. To discuss the reputation, character, physical condition or mental **health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties.**
 2. **To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel**
Collective Bargaining Sessions: These include not only the bargaining sessions, but also include grievance hearings that are required by a collective bargaining agreement.
The Committee will not return to open session.



COTUIT FIRE, RESCUE & EMERGENCY SERVICES

64 HIGH STREET • P.O. BOX 1632 • COTUIT, MA 02635

OFFICE (508) 428-2210 • FAX (508) 428-0202 • WWW.COTUITFIRE.ORG



To: Cotuit Fire Commissioners

From Chief Paul Rhude

Re: 07/9/19 Fire Commissioners July Meeting

Responses (June)

85 Total responses

60 Medical

25 Service/Good Intent/False Alarm

Administration

Community Coffee at the Station 6/26/19

Boat Naming Contest

Target Solutions Scheduling Software

2 new Surface Pro Computers

Training

Ongoing Boat training

Image Trend Elite training

ProEMS

June report Attached

Personnel

Firefighter IOD, out approx. 6

New Call EMT Tim Shield

New High School Interns

Bryce Carpenter

Mathew Judge

Apparatus

263 Repairs/Quotes

Loaner Scott Bottles in use, New tanks/packs on order

Facilities

Roof RFQ - For approval

Other

Cordwood Fire Road cutting completion 7/1/19

Open Meeting Complaint

Request to refer all open meeting law complaints and public information requests to Gargiulo & Rudnick, LLP

Boat 266 in service for 7/5/fireworks

COTUIT

Incident Type Report (Summary)

Alarm Date Between {06/01/2019} And {06/30/2019}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
3 Rescue & Emergency Medical Service Incident				
311 Medical assist, assist EMS crew	4	4.70%	\$0	0.00%
321 EMS call, excluding vehicle accident with	48	56.47%	\$0	0.00%
322 Motor vehicle accident with injuries	3	3.52%	\$0	0.00%
324 Motor Vehicle Accident with no injuries	4	4.70%	\$0	0.00%
365 Watercraft rescue	1	1.17%	\$0	0.00%
	<u>60</u>	<u>70.58%</u>	<u>\$0</u>	<u>0.00%</u>
5 Service Call				
500 Service Call, other	1	1.17%	\$0	0.00%
511 Lock-out	1	1.17%	\$0	0.00%
522 Water or steam leak	1	1.17%	\$0	0.00%
551 Assist police or other governmental agency	1	1.17%	\$0	0.00%
553 Public service	1	1.17%	\$0	0.00%
554 Assist invalid	1	1.17%	\$0	0.00%
571 Cover assignment, standby, moveup	1	1.17%	\$0	0.00%
	<u>7</u>	<u>8.23%</u>	<u>\$0</u>	<u>0.00%</u>
6 Good Intent Call				
600 Good intent call, Other	2	2.35%	\$0	0.00%
611 Dispatched & cancelled en route	2	2.35%	\$0	0.00%
	<u>4</u>	<u>4.70%</u>	<u>\$0</u>	<u>0.00%</u>
7 False Alarm & False Call				
700 False alarm or false call, Other	2	2.35%	\$0	0.00%
733 Smoke detector activation due to	7	8.23%	\$0	0.00%
736 CO detector activation due to malfunction	2	2.35%	\$0	0.00%
740 Unintentional transmission of alarm, Other	1	1.17%	\$0	0.00%
743 Smoke detector activation, no fire -	2	2.35%	\$0	0.00%
	<u>14</u>	<u>16.47%</u>	<u>\$0</u>	<u>0.00%</u>

Total Incident Count: 85

Total Est Loss: \$0



781-447-4571

Fax 781-447-2208

1058 Bedford St. Rt.18
Whitman, Ma 02382

Cotuit Fire Dept
64 High St
Cotuit, Ma.02635

May 13,2019

PROPOSAL: Engine #263 frame & chassis, etc. corrosion repairs

After inspectig your Engine #263, a Pierce pumper, we found a strong need for the repairing and rebuilding of particular areas of the frame, chassis, water tank cradle, pump panel and rear supporting body mount areas.....The repairs are needed to allow the apparatus to continue service to the community and extend the useful life of the truck.....

The repairs needed per our estimate would be \$48,198.00.

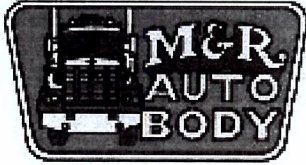
The overall intent is to extend the useful life of the truck to the town. Details of rebuilding / repairing with procedures used are in the accompanying estimate.....

Thanks,

Michael S. Fowler, pres.

M & R, Inc.

mikesfowler@live.com



1058 Bedford Street
Whitman, MA 02382
781-447-4571
Fax 781-447-2208

Estimate

6612

Date: 5/11/2019

RS# 2246

Truck & Equipment Refinishers

COTUIT FIRE DEPT

64 HIGH ST

COTUIT MA 02635

Phone: 5084288010

Fax : 5084280202

Prod. Date:

Vehicle Make: PIERCE

Model: PUMPER #263

Vin: 4P1CT0200RA000728

Mileage:

Color: RED / WHT

License:

Repair	Replace	Item Description	Labor	Paint	Parts	Sublet/Fee
		BODYWORK & REFINISH AS DESCRIBED ON REPAIRING				
		FRAME & CHASIS CORROSION / RUSTING AND ABUTTING				
		AREAS INCLUDING;				
X		DEGREASING COMPLETE FRAME / CHASSIS, SUSPENSION				
		AREAS AS NEEDED				
X		TAKE APART & DISMANTLE PARTICULAR AREAS TO FACILITATE				
		THE REPAIRS AND REFINISHING				
X		REMOVE THE WATER TANK & CRADLE ASSY AS NEEDED				
X		COVER & PROTECT AREAS FROM SANDBLAST & OVERSPRAYS				
X		SANDBLAST THE FRAME & CHASSIS, REAR END ASSY, BRKTS,				
		SPRINGS, UNDERNEATH OF REAR BODY COMPARTMENTS,				
		REAR BODY COMPT' HANGER BRKTS, REAR CROSSMEMBER				
		BODY SUPPOT BRKTS & AREAS, AND ABUTTING AREAS AS				
		NEEDED				
X		DISCONNECT / MOVE BACK WIRING & PLUMBING TO FACILITATE				
		THE REPAIRS AND REFINISHING				
X		REMOVE THE REAR FUEL TANK AS NEEDED				
	X	REPLACE / REBUILD REAR BODY MOUNT CROSS TUBE				
		BOX CHANNEL AND MOUNTS AS NEEDED				
X	X	REPAIR / REBUILD ABUTTING BRKTS AS NEEDED				
	X	REPLACE THE FRAME CROSSMEMBER & HDW. THAT IS JUST IN				
		FRONT OF THE REAR END ASSY				
X	X	REPLACE / REBUILD THE WATER TANK CRADLE & MOUNTING				
		ASSY ALONG WITH NEW ATTACHING HARDWARE				
X	X	REPLACE / REBUILD DRIVERS SIDE PUMP PANEL & NEW FINISH				
		MATERIAL				
X	X	REPLACE / REBUILD DRIVERS SIDE PUMP PANEL SURROUND				
		MOUNTING BRACKETRY.....				
X		A COMPLETE MACHINE & HANS SANDING PRIOR TO APPLYING				
		AN EPOXY PRIMER SEALER UNDERCOATS ALONG WITH A				
		TOP OF THE LINE POLYURETHANE W/ CATALYST TOPCOAT				
		SYSTEM IN RED TO MATCH EXISTING COLOR SCHEME.....				

Units: Rate:

X

Total Labor:

Total Parts:

Sublet/Fee: \$48198.00

SalesTax:

Total: \$48198.00

Repair	Replace	Item Description	Labor	Paint	Parts	Sublet/Fee
		TO THE FRAME & CHASSIS, SUSPENSION COMPONENTS,				
		UNDERNEATH REAR BODY AREAS, WATER TANK CRADLE				
		ASSY., ABUTTING BRACKETS, PUMP PANEL SURROUNDING				
		BRACKETRY AND AREAS AS DESCRIBED.....				
X		REINSTALL THE WATER TANK, FUEL TANK, MISC BRACKETRY,				
		ETC AS NEEDED				
X		UPON REASSEMBLY USE NEW HARDWARE AND STAINLESS				
		HDW WHERE APPLICABLE AND DISSIMILAR METAL				
		LUBRICANTS AND SEALERS TO HELP PROTECT FROM				
		FUTURE CORROSION				
X		MACHINE AND / OR HAND APPLICATION OF FINAL GLAZE TO				
		THE OUTSIDE OF THE CAB & REAR BODY AREAS.....				
		,				
		,				
		ESTIMATED COST (PARTS, PAINT, MATERIALS & LABOR)-----				\$48,198.00
		,				
		,				
		,				

Units: Rate:

X

Total Labor:

Total Parts:

Sublet/Fee: \$48198.00

SalesTax:

Total: \$48198.00

REQUEST FOR QUOTATION (RFQ)

RFQ Issue Date: 05/17/2019	From: Cotuit Fire District Department: Fire Dept.		Name: <u>Christine Dauley</u> Telephone: 508-428-2210	
Submit quotes to either:		Fax: 508-428-0202 or Email:		
		PROJECT NAME: Cotuit Fire Station Roof Replacement		
		PROJECT ADDRESS: 64 High St Cotuit, MA 02635		
Project Scope of Services/Procurement Requirements:				
1. See; Cotuit Fire Roofing RFQ Requirements.doc				
2. Please submit sealed bid. To be opened on 6/21/2019 @ 1600 hours.				
3.				
4.				
5.				
6.				
BOND: 25K+ 50% payment bond (For construction) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
Drawings/Specs Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Specify: Cotuit Fire Roofing RFQ Requirements.doc				
Date Required/Complete:	09/30/2019	Pick Up		Deliver
				Ship
OSHA CERTIFICATION REQUIRED		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (REQUIRED \$10k+, COMPLETE ATTACHED CERT)		
Notice to Proceed to be issued for construction projects by the Project Manager				
Applicable Procurement Law: <input type="checkbox"/> MGL30B (Goods & Services) <input checked="" type="checkbox"/> MGL149 (Vertical Construction/Repairs) <input type="checkbox"/> MGL 3039M (Public Works)				
Prevailing Wages Required <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Dated: 05/13/2019 (copy attached) (Certified weekly payrolls required)				
X Certificate of Insurance naming the Cotuit Fire District as an additional insured on the general liability and referencing the project name will be required with the contract for all work to be performed on Cotuit Fire District property.				

Contractor Name:		Capizzi Home Improvement		Contact Name: Matthew Collard	
Contractor Address:		18445 Saint Louis Avenue, Red Co. WI			
Contractor Telephone:		(508) 428-9518		Contractor Fax: (508) 428-1547	
		Contractor email: www.capizzihome.com			
				Price	
Item(s)/Service(s) Quoted (list/describe FULLY):				Quantity	Each
					Lump Sum Total
MUST INCLUDE BREAKDOWN OF TOTAL PRICE FOR LABOR & MATERIALS				Total Material	
Rule for Award: Lowest responsive, responsible Contractor.				Total Labor	
Pickup/Service Date:		Pickup/Service Time:			
Delivery Date:				Discount	
Ship Date:		Ship Method:		Shipping	
Date:				TOTAL	\$ 64,912.00
Contractor's Signature:		Sara Schill		Title:	

Project Managers Signature:		Dept. Manager Signature:	
Procurement Officer Signature:		Rejection Reason	
Date Accepted/Rejected:		Contract/PO Issue Date	

Cotuit Fire District

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CONTRACTOR QUOTATION (to be completed by contractor)

Contractor Name:	FRG Contractor Corp.	Contact Name:	Fabio Silva
Contractor Address:	40 Oliver st, Everett - MA. 02149.		
Contractor Telephone:	(617) 849-0739	Contractor Fax:	(888) 267-6281
		Contractor email: fabio@frgcontractorinc.com	
Item(s)/Service(s) Quoted (list/describe FULLY):		Quantity	Price Each Lump Sum Total
Replacement of flashing materials		1	- \$985.00
Installation of one layer of roofing underlayment on deck surface			\$572.00
Installation of new, architectural-style algae-resistant CertainTeed			\$8,111.00
Installation of shingle-over ridge vent			\$620.00
Install new standard seamless white aluminum gutter			\$2,242.00
Replace the two existing skylights with a new Velux venting skylight			\$1,700.00
Ice Water shield protection			\$1,830.00
Install new fully adhered rubber roofing			\$3,200.00
MUST INCLUDE BREAKDOWN OF TOTAL PRICE FOR LABOR & MATERIALS		Total Material	\$19,260.00
Rule for Award: Lowest responsive, responsible Contractor.		Total Labor	\$53,330.00
Pickup/Service Date:		Pickup/Service Time:	
Delivery Date:		Discount	
Ship Date:		Shipping	
Date:		TOTAL	\$72,590
Contractor's Signature:		Title: Owner	


Cotuit Fire District

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Applicable Procurement Law: <input type="checkbox"/> MGL30B (Goods & Services) <input checked="" type="checkbox"/> MGL149 (Vertical Construction/Repairs) <input type="checkbox"/> MGL 3039M (Public Works)				
Prevailing Wages Required <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Dated: 05/13/2018 (copy attached) (Certified weekly payrolls required)				
X Certificate of Insurance naming the Cotuit Fire District as an additional insured on the general liability and referencing the project name will be required with the contract for all work to be performed on Cotuit Fire District property.				

CONTRACTOR QUOTATION (to be completed by contractor)

Contractor Name:	<u>COASTAL CUSTOM BUILDERS</u>		Contact Name:	<u>TIM KUNIK</u>
Contractor Address:	<u>41605 ROUTE 6 EASTHAM, MA 02642</u>			
Contractor Telephone:	<u>508-240-2114</u>	Contractor Fax:	<u>N/A</u>	
Contractor email:		<u>TIM@BUILDWITHCOASTAL.COM</u>		
Item(s)/Service(s) Quoted (list/describe FULLY):	Quantity	Each	Price Lump Sum Total	
<u>ROOF REPLACEMENT AS PER SPECS.</u>				
MUST INCLUDE BREAKDOWN OF TOTAL PRICE FOR LABOR & MATERIALS	Total Material		<u>49,500</u>	
Rule for Award: Lowest responsive, responsible Contractor.	Total Labor		<u>61,000</u>	
Pickup/Service Date:	Pickup/Service Time:			
Delivery Date:		Discount		
Ship Date:	Ship Method:	Shipping		
Date:		TOTAL	<u>110,500</u>	
Contractor's Signature:			Title:	<u>PRESIDENT</u>

DEPARTMENT APPROVAL ACTION

Project Managers Signature:	Dept. Manager Signature:
Procurement Officer Signature:	Rejection Reason
Date Accepted/Rejected:	Contract/PO Issue Date