

## Fire Commissioner's Meeting

### Draft Minutes

December 8, 2020

Present: Chairman Rick Pisano, Commissioner Adam Zais, Commissioner Kevin Conley, Fire Chief Paul Rhude and Deputy Chief Pouliot

**Meeting minutes from November 10, 2020:** Motion to accept, all in favor.

### Public Comment:

- *Cynthia Gardner requesting to have public comment moved to the end*
  - **Chairman Pisano said yes as long as it does not go past 6pm**
  - **Cynthia's Public comment was heard at the end of the meeting:**
    - *"At the last meeting, you went into executive session to discuss non-union member negotiations and you never came back into open session. Are you finished with that? What is the update of that discussion?"*
    - **Chairman Pisano answered that the discussion was regarding renewing the Chief's contract and that will be presented during the Fire Commissioner's January 2021 meeting.**
- *Jessica Grassetti expressed her thanks to the Fire Department for participating in "Christmas in Cotuit"*
  - **Chairman Pisano mentioned that the Commissioners received a nice letter from the Civic Association also expressing their appreciation for the Departments participation**
  - **Chief Rhude also mentioned that the Civic Association delivered the biggest food drive to Christ the King Food Pantry that the church had ever seen**

### Fire Chief Report:

- 73 Total responses
  - 51 medical / 4 hazardous conditions / 18 Service Good Intent/false alarm calls

### Administration:

- PPE Supply - Good
- **COVID UPDATE**
  - 13 positive in the community
    - Town changed the way they log potentially contagious COVID patients
      - Significant Lag in the reporting of positive COVID cases
      - Now they take you off of the list after 14 days
        - 4 new cases as of 12-8-2020
    - Barnstable is still in the Red
  - Town has received \$500,000.00 in grant money for the testing
    - Started 2 drive through testing centers:
      - One testing center is at the Old County Fairgrounds in Falmouth
      - Second testing center is at the Melody Tent in Hyannis
        - Just opened on Monday 12/7/2020 and is being staffed by Hyannis Fire Fighters. Cotuit Fire Fighters will be there as well at some point.
  - Positive COVID for one of the Fire Department staff
    - Test came back Saturday 12/5/2020

- Staff member had worked at the station on Wednesday 12/2/2020 for a 24-hour shift and very rapidly came down with symptoms on Thursday morning, 12/3/2020
- There was a Union Meeting on Wednesday morning, 12/2/2020 as well
  - Due to potential exposure, as a precaution, 2 cases of rapid test kits (antigen test kits) were ordered
    - Every staff member was tested Sunday morning, 12/6/2020 and all came back negative
    - Still have 28 rapid tests available
      - Allowed to give to District Employees (not allowed for public use)
    - Chief Rhude will adopt Sandwich Fire Dept. protocol for staff members in the Fire and Water Department– if anyone is experiencing symptoms, they immediately get tested before returning to work (until tests run out).
    - Chief Rhude may need to order more. \$25/test or \$500/case of 20. (Less than the PSR test - \$130 - which are more accurate) although, this particular test is 95-96% accurate. This is a nasal swab test that needs to be stored at room temperature in locked storage.
      - Deputy Chief Pouliot stated the tests expiration date are March of 2021

### **Technology Update:**

- Purchased a new sonic wall
- Secured networks had the department rent one in the past so department gave it back and had a new one installed the new ups for their rack system a backup power supply at the same time. All files are moved off of the old data workplace system and onto Microsoft SharePoint - which is free and significantly better
  - Working on getting a homepage up so when FF go to work or when the commissioners want to log on to see their information, there is an internet site which, private to their network, where all of the files will be listed on the left side of the page. There are quick links to every work-related item that anyone would ever need.
  - Everything is in one spot; nothing needs to be loaded on the computer
  - Everything is on the cloud
  - Department has a consultant - waiting for them to verify that permissions are locked down before department opens it up to everyone
    - None of the Microsoft products need to be loaded locally, they all run on the cloud
    - If they are on a medical call, there is a picture of the image trend pcr that can be clicked on and the patient care report is brought up
    - If one is doing a fire report, there is a quick link to that
    - If one wants to see the security cameras, there is a quick link for that
    - Quick link for minutes and video for commissioners' meetings
    - Purchasing module - on a separate home page - which has links to every company we want to purchase from and a spread sheet with every purchase ever made the fiscal year
- *Chairman Pisano asked if Commissioner Conley or Commissioner Zais were able to participate in the training module for Valley?*

- Chief Rhude said that the training has not happened yet - holiday delay and cloud viewing software that still needs to be set up by Valley, needs to happen first

### **Training:**

- Scott air pack training was run on 11.19.2020 to have FF get used to wearing gear and get used to the new air packs which have different pressure and safety warnings at a different level
  - Bill McNamara, Jeremy McPherson & Brian Lee ran the training
    - They set up an obstacle course where the first one was a dummy drag, then a ladder hoist, then one walks to 56 High Street, walked around back to the walkout area, climb a ladder to the next floor, climb in the window, went around to a large truck tire to hit with a sledgehammer.
    - All done in full gear with the air packs breathing air
- Cold water training class (using a foam lily pad)
- Ice rescue class will be scheduled soon
- PRO EMS report was given out
  - *Chairman Pisano asked if there were no new surveys submitted in the entire month? Page came up blank.*
    - Chief is checking

### **Personnel:**

- One staff member out with COVID
- no other personnel out / no other personnel issues
- Announced a promotional test for June 2021 (written part first - then come up with a list and when/if a position becomes available then the practical and interview part of the exam will be given)
  - Current lieutenant promotional list only has one person on it
  - Contractually, it has to be given every 3 years
    - New contract has allowed people that have significant experience in other departments to now be eligible for the promotional exam

### **Apparatus:**

- Ambulance 262 had significant repair
- Scheduled for replacement in 1 ½ years
  - Out of service for 1 week in November 2020
  - Total bill \$11,000
    - Whole new diesel exhaust filtration system and cooling system
      - There was another bill in October for \$4k or \$5k
  - Had to get a loaner ambulance in
    - Took 24 hours to get loaner in from Specialty Vehicles at no cost
      - Biggest issue was locating one that fit into Cotuit Fire Station but Specialty had it
- Cotuit Fire is talking to all towns to try to and find a “shared backup solution”
  - Share maintenance expense on a backup ambulance solution
  - Sandwich FD has agreed in principle to try to find a backup or to use one of theirs as they go through them
    - Sandwich has a truck-based chassis that would fit into Cotuit Fire Station
- *Chairman Pisano asked if the old exhaust could be cleaned and rebuilt as a spare part happened?*

- **Chief Rhude answered that it did not happen. Fortunately, a new exhaust was found quickly but it would have been over \$1,500 to clean the old exhaust and \$2,000 for the new one. It was not worth keeping it as a spare.**
- Boat has been taken out of the water for the winter.
  - Does not need much work but will be
    - Bottom painting
    - Recoating pontoons with some brighter colors
    - Replace some of the tow lines
- *Chairman Pisano asked if the engines have been flushed and flogged already?*
  - **Chief Rhude answered that they have not been but working on getting someone to do that within the next week.**

#### **Facilities:**

##### **SECURITY / CAMERAS**

- The cameras are in, up and running and recording
  - Cloud based access will happen shortly

##### **DOORS**

- Hired a contractor to replace the doors
  - Contractor is repairing a couple of doors because they are all rotted
- Doors have been ordered from Shepley's and are due in soon
  - Door security combination were ordered separately
    - Got the same manufacturer that fit the locks they had
    - All doors have new security electronic locks with security code on them

##### **BUILDING PERMIT FOR OFFICE**

- Has been approved - just waiting for the contractor number to finalize the permit
  - Working with a few contractors to get a price to make sure that it fits in with the purchasing requirements before deal is finalized and get the petitions and windows put in

##### **FACILITIES NEEDS ANALYSIS**

- Still waiting for some input on the draft document that was put out from the architectural firms - input should be forthcoming
- Commissioner Conley, Chief Rhude and Deputy Pouliot will visit Sandwich Fire Station 12.9.2020 (also planning on visiting other new stations as well over the next couple of months)
  - The Sandwich Fire Station houses a similar number of vehicles as Cotuit Fire Station and may be comparable to what would meet the needs of the Cotuit Fire district
    - New modern station
    - Financially conservative
    - What were lessons learned? What would they do differently?

##### **SOG'S**

##### **Old Business:**

- Coast Guard has been boat training FF
  - Training is only once every few years but worth it because the Coast Guard is the best

- Chief Rhude asked the Coast Guard (and emailed all other Fire Departments) if the Coast Guard would be willing to train the FF in the summertime, on busier days, on Cotuit Fire Department's boat in Cotuit or South Side of Barnstable
  - The idea would be to have 2 Coast Guard guys on the boat and then two first responders and try to do this training at least once a week during the summer
  - Possibility of getting Port Security money for the alternative training
    - Meeting has been set up for January 2021 for all of the organizations
- Chairman Pisano set a new Commissioner's meeting for December 22, 2020 @ 5:00pm to consider updates on the Station Needs Analysis and the Elementary School Property
- Chairman Pisano said that there was a hearing 12.8.2020 @ 7pm regarding the Waterways Commission in regard to the application for the dock at 33 Old Oyster where, if all is approved, the district could get a deeded dock space for the boat.
  - *Chairman Pisano asked Commissioners Conley and Zais if they had a chance to view the diagrams for where the boat would be viewed? Especially the aerial view*
    - **Commissioners Zais & Conley have seen the diagram.**

**Motion to adjourn, all in favor.**