

**Fire Commissioner's Meeting
Draft Minutes**

July 12, 2022

Present: Chairman Kevin Conley, Commissioner's Adam Zais & Rick Pisano, Fire Chief Sean Brown

– meeting Broadcast via Zoom only

First order of Business:

- Minutes
 - Motion to approve previous meeting minutes as submitted:
 - All in favor

Public Comment

- No Public Comment

New Business:

Fire Chief Report:

- Total Responses = 74
 - 3 Fire
 - 1 Electrical - Solar Ray
 - Small fire on Santuit/Newtown Rd. Extinguished by resident w' garden hose. No significant damage
 - 50 Rescue EMS
 - 2 Hazardous Condition
 - 4 Service
 - 6 Good Intent
 - 9 False Alarm

Administration:

- Working on FY 22 close out and review
- Encumbrances are due to Ray and Lisa by 08.11.2022
 - Charman Conley asked about open invoices to Cliff Kenney and asked if they were able to be submitted (Deadline was 07.11.2022) and paid out of FY2022
 - Chief Brown stated that the invoice(s) were submitted on-time & cc'd Chairman Conley and Commissioner Pisano re change in leadership

- Working way through different vendors to update the change in leadership
- Transitioning back to “Crew Sense” for payroll & eliminated a “link in the chain” for processing payroll
 - Appropriate checks & balances now
 - Removes an opportunity for human error w/i the system by taking one of the spreadsheets out
 - Payroll is bi-monthly and direct deposit

Cape Forward Contract

- not discussed

Chief's Corner

- not discussed

PRO EMS REPORT

- Updated Activity Summary has been entered
-

Personnel and Training

- Positive citizen comments on various FB posts recognizing re 4th of July and fundraising
 - Commissioner Pisano asked if this could be put onto the Cotuit FD website?
 - Chief Brown stated that the FD website has been “new and improved” by Pete and he will ask him re doing a “feed” on the website for various social media websites. He stated that he could attach the PDF screenshots could be attached to the Chief’s report and then can be viewed on the Cotuit FD website (as a quick answer)
 - Commissioner Zais offered his assistance to Pete
- Chief will be serving (on an as-needed basis) as the task force leader for the Barnstable County Tech Rescue Team
 - Some of the Chief’s approached Chief Brown and asked him if he would go on some of the responses of the major incidents - “Mutual Aid” on the Cape
 - He did speak with Chairman Conley prior to moving forward with the request
- Lt.s Clark and Amento are going to be assisting w’ Admin. Support functions
- Chief Small will end services w’ Cotuit on 07.29.2022
 - Chief Brown will be bringing in Lt.s Clark & Amento to assist w’ various aspects of managing the organization as well as covering the deputies car from time-to-time and working on command-level development
 - Commissioner Zais asked if there was an opportunity to have a “Thank you” send off?

- Chief Brown said a “thank you” note from the board would be good as Chief Small isn’t the “fan-fare send-off” type
 - Chairman Conley asked if Cotuit FD getting a plaque saying “Thank you for your Service” would be good?
 - Chief Brown stated that would be a kind gesture and he would look into it
 - Commissioner Pisano stated that perhaps something for FC Rhude as well?
 - Board all said yes

● **Training Report with Lieutenant Clark**

- Lt. Clark completed the Fire Prevention Office One Certification with the State of MA
 - Both he and Lt. Amento now have the certification
 - Chief Brown will be working on teaching both on the open gov that the Town of Barnstable uses & expanding some of the inspections that they conduct - beyond the 26(f) which is the smoke detectors for real estate transactions
 - Getting a little bit more into plan review & project review site inspections
- Marine 266 Operations Training
 - Have been working with a recently retired Coast Guard Bosun’s mate & developed a task book training program to start increasing the cadre of boat operators. This will continue for the rest of July 2022 and then will be offered again in Fall 2022
- Operation Poseidon
 - Movement exercise over to Martha’s Vineyard
 - Doug Williamson will be overseeing the boat operations. He has been coordinating the training and he will also be participating along with Lt. McNamara & Lt. Clark
 - Exercising getting personnel quickly over to the islands and working on the communications coordination
- 4th of July preparations
 - Members assisted with these festivity preparations by:
 - Putting up flags
 - Putting up bunting at Freedom Hall
 - Getting Model-T ready for the parade
 - Fundraising for a member of the community that has some significant medical expenses
 - Commissioner Zais stated that many members of the community were very impressed with the parade
- Commissioner Pisano asked if the Retirement Board has reached out yet
 - Chief Brown stated that no correspondence as of date
 - Commissioner Pisano asked Chairman Conley to reach out to them to get it on their calendar

Apparatus:

- Ordered Stryker Powerload system and should be w/i 9 weeks which will go into existing 262 until the new 262 arrives
- Ordered portable radios
 - Both are significant safety improvements
- Ambulance Spec Committee is working with the speciality vehicles on designing the next 262 ambulance
 - Cotuit FD is now officially in the queue for a Ford F550 4x4 gasoline cabin chassis
 - Orders should open up in October 2022
- Had a Service Company come in to do inspection
 - Braker 267 brake cans need to be replaced (part of the air-brake system)
 - Mechanic advised against driving it so it has been placed out-of-service
 - Estimates will be done - these are underneath the steel plating of the brush breakers so it isn't comparable to a regular brake job on a typical international
 - Slated for replacement in FY24
 - Potentially give to DCR to maintain/house/operate and consider getting out of the brush-breaker business here in the FD and look at a smaller utv vehicle
 - Serious conversation needs to be had about being in the brush breaker business
 - Chairman Conley asked, "How many areas in Cotuit need a brush-breaker? Eagle Pond comes to mind."
 - Chief Brown stated that there isn't much area (while looking at the hydrant map on the wall).

Facilities:

- Chief uploaded a design that FF Emerson came up with into drive
 - Spoke with Westminster, MA that have had the table/chairs for 6 years and both have held up quite well
- Also checked with Logansville, MO that had the same product and stated that the product has held up well
- This is the Chief's final recommendation
 - Chairman asked to vote on this furniture
 - Commissioner Zais asked Chairman Conley if he was satisfied with what is being proposed to be ordered? Chairman Conley stated that he was.
 - Commissioner Zais moved to vote to order from Dream Seat as proposed in the quote from June 2022 meeting (with new inlay).
 - All in favor. Unanimous vote to get the furniture ordered from Dream Seat.

OLD BUSINESS:

School Building Sub-Committee Reports

POLICY ADVISORY COMMITTEE

Commissioner Zais - School Building subcommittee

- nothing new to report

SCHOOL PROPERTY

Commissioner Zais – Elementary School update

- not discussed

FIREFIGHTER PHYSICAL FITNESS COMMITTEE

Chairman Conley

- Nothing new to report / no new proposal from the team yet

Public Comment

No Public comment at the end

Chairman Conley thanked Commissioner Pisano for his years as Chairman and he thanked both Commissioner Zais and Commissioner Pisano for their confidence in his new role as Chairman. Chairman Conley also asked Chief Brown to pass on the Board's thanks regarding Cotuit Fire Department's help and participation in the response that happened on July 12, 2022.

Motion to adjourn - all in favor.



COTUIT FIRE, RESCUE & EMERGENCY SERVICES

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To: Cotuit Fire Commissioners

From: Chief Sean Brown

Re: 7/12/22 Fire Commissioners Meeting

Responses

May had a total of 74 responses

- 3 Fire
- 50 Rescue & EMS
- 2 Hazardous Condition
- 4 Service Calls
- 6 Good Intent
- 9 False Alarms

Administration

- Working on FY22 closeout and review
- Transition back to Crew Sense for payroll

Personnel

- Positive Citizen Comments
- Chief Brown serving as a task force leader for the Barnstable County Tech Rescue Team
- Lt Clark and Lt Amento assisting with administrative support functions. Mike Small will end services with CFD on July 29th.
- Training
 - o Lt. Clark completed FPO 1 certification
 - o Marine 266 operations training
 - o Operation Poseidon on July 13, 2022
- Members assisted with Fourth of July preparations (flags, bunting, Model T) and parade. Some Local 3642 members volunteered to conduct fundraising.

Apparatus & Equipment



- Stryker Power LOAD System ordered
- Portable radios ordered
- Ambulance Spec Committee working with Specialty Vehicles on design of next Ambulance 262. We are in the queue for a Ford F550 4X4 gasoline cab and chassis.
- Breaker 267 OOS extended period

Facilities

- Furniture

8:41



<  **Cotuit Connections**
Emmy Sherman · 1d · 

...

8:41



   137

<  **Cotuit Connections**
Emmy Sherman · 1d · 

...

All comments ▾


Hey Cotuit- Happy 4th of July!

I'm Mighty Molly May's mom. My husband & I are blown away by the kindness and generosity this community has shown us these last few months. Today was so special and the nicest thing anyone has ever done for us. Thank you just doesn't do it.


Cotuit Fire Department are real life heroes to our family. They saved Molly's life in April, and continue to go above and beyond because they have hearts of gold. We are forever grateful for everything from CFD, their families & friends & all of you. You've truly kept our spirits high. 💙💙💙

Thank you a million-
Emmy, Adam, Toby, Molly, Bailey & Finley 💙

(Missing from photo is the world's best big brother who is away. 😊)


 **Caren Berry**
Very nice!

1d Like Reply


 **Dolores Kurre Lowe**
This is true community

1d Like Reply


1 

 **Diane Farry**
Sending love. ❤️🇺🇸❤️

1d Like Reply

 **Fiona Murray Jensen**
Awesome!!

1d Like Reply

 **Kristen Deschamps**
You guys are the best! It was great to see you up there!!! 🇺🇸🇺🇸🇺🇸🇺🇸🇺🇸

10h Like Reply

Rules



< 🔍 Historical Society of... ➡

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Historical Society of Santuit and Cotuit ...

Jun 29 · 🌐

An exciting day here at the historical society! Our friends from [Cotuit Fire Department](#) visited today to transport the antique Model-T fire engine to the station. The truck will be displayed in the Cotuit 4th of July Parade next Monday along with HSSC's own float. This is the first time the fire truck has left HSSC in many years. Thanks to Sean and Bill from CFD for their efforts in cleaning and buffing the truck as well. The truck, and the firemen - past and present - who take care of it, are such an integral part of Cotuit's history!

