

Fire Commissioner's Meeting Draft Minutes

May 10, 2022

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

– meeting Broadcast via Zoom only

First order of Business:

- **Minutes**
 - Motion to approve all previous meeting minutes:
 - All in favor

Public Comment

- No Public Comment

New Business:

Fire Chief Report:

- Total Responses
 - 39 EMS
 - 3 Hazardous Conditions
 - 7 Service Calls
 - 3 Good Intent
 - 17 False Alarm
 - 1 Severe Weather incident
 - Storm moved through and caused some electric issues which resulted in a furnace needing to be replaced

**Chief stated that he continues to be impressed by the level of responses and care that Cotuit FD personnel provides to the community. The acquity has been high and the care has met the demand for the services.

**Chairman Pisano stated that within the past month, he has had the pleasure of speaking with members of the village and these members have spoken very positively to their experience with the Cotuit FD helping out with a number of things including lock boxes, smoke detector problems. Things that other people weren't aware that were even available as a service to them. Continuing to build upon the positive publicity that the outreach efforts that were used in the process of hiring of Chief Brown all brought great communication for the village.

**Commissioner Conley asked the Chief to look into getting back into continuing the *Cotuit Currents - Chief's Corner*.

**Chief stated that he spoke with Jim Danhauser to arrange a meet and greet with the civic association and he will be in attendance with the upcoming district meeting

- Both Chairman Pisano and Commissioner Zais agreed that Theresa Egan was the person that ran the *Cotuit Currents-Chief's Corner* and was the person to talk to

Administration:

- Chief has been in contact with Cape Forward to discuss the potential contract
- Chief spoke with the principal of Cape Forward and she is working on a fee schedule
 - A-la-cart vs. defined contract
- Financial software demo is scheduled with one of the possible solutions for budgeting and PO processing.
- Mutual Aid meeting with Chief Phalen from Mashpee was very positive
 - Resumed normal EMS Mutual Aid operations with Mashpee
- Met with COMM and dispatch there
- Will be working with Chief Burke from Sandwich

PRO EMS REPORT

- Chairman Pisano stated that looking at the report, it appears that based on monthly balance, monthly activity level increased by 50%
 - Chief stated that YTD it appears that the Cotuit FD was down
 - February was definitely down
 - March was closer to what it would normally be
 - April appeared to be right where it usually was
- Chairman Pisano stated that in the billing, four different of the frequently used insurers have outstanding charges that are more than 6-months late
 - Collection Service usually is on top of these things
 - Aetna, CIGNA, Tri-Care and Health Plans Inc. 180 days uncollected
 - Has Chief seen any communications from the Collection Service?
 - Chief does not have any info on it but will call ProEMS

Training:

- Building walkthroughs
- Stretching hose lines
- Vehicle extractation
 - all coming up on May 20, 2022

Personnel:

- Deputy Chief application closed on April 29, 2022
 - 17 Applicants
 - Area Fire Chief will assist on the Board
 - Waiting to hear back from a local representative for the interview panel
 - Will be requesting from the Commissioners to see who will be sitting in on the panel
 - Will start making calls to candidates and setting up interviews asap
 - Chief will be reaching out to 5 or 6 candidates
 - Commissioner Zais requested to be involved and be the representative

- Internship with Barnstable High School
 - Professional Connection on May 20, 2022 and June 7, 2022 to see if there is a match to meet with one of the internship Candidates

Apparatus:

- New 269 is registered, radio is installed, waiting on command box
- Old 269 went to W. Barnstable
- 266 is in the water and dock space secured
- 262 is going out for minor mechanical repairs from May 22-24, 2022
- Went to County Chief meeting and asked if a dept had a loaner vehicle
 - Yarmouth did
 - Spoke with interim Chief and he will call Chief Brown back
- Had a discussion with COMM mechanic re their planning of ambulance purchasing
 - They met with two vendors and they are saying 2 years for delivery
- Trying to make arrangements with Mashpee to come by re spacing modern fit for vehicles
- Chief is interested in retro-fitting a powerlift into the existing ambulances
 - about \$50k expense
 - Commissioner Conley asked if Chief ran OT numbers with personal injury
 - Chief said that the lowest paid person it would be \$110k OT
- Commissioner Conley offered to help regarding the ambulance
- Commissioner Zais stated that this was “smart money”
 - Chief has stated that he had been exploring grant opportunities
 - Opportunity for a warrant has already gone by
 - Chairman Pisano stated if Cotuit FD can get an order in and get the loader when the existing wagon is back then there is a chance to both install it, debug it, have everybody learn the operations on it and reap the benefits of the safety and injury prevention.
 - By the time the new vehicle is actually available and because of pre-spending \$50k there is any shortfall in it, Cotuit FD will probably have two more fiscal years lead time to get an additional supplemental warrant to cover whatever cost was pre-spent
 - Chairman Pisano would like to see if there is any obstacle to it as he does not see any point in waiting if that is an available option
- Chief stated that he will ask Ray during their software meeting and he will ask him his thoughts on Chairman Pisano’s idea
- Chairman Pisano stated that if the warrant passes at the end of May, can the Cotuit FD place the order for the new vehicle immediately in June even though it is still fiscal 22 for another year or does the department have to wait until fiscal 23,
 - Chief will ask Ray

Facilities:

- Camera monitors are installed in the kitchen and lieutenant’s office thanks to FF Emerson
- Additional need for coverage will be assessed vs. money that is left in the capital project

- There is no coverage on the south side of the building
- Front ramp needs better coverage
- Flooring issues have been finalized with the vendor
- Pads have been purchased for rolling chairs

OLD BUSINESS:

- Commissioner Conley is running unopposed
- Chairman Pisano and Chief will be presenting the budget and the articles and opening for questioning.
- Prudential Meeting presentation reviewed articles being submitted
 - Asking for \$5k for financial management software package
 - \$365k for new ambulance
 - Have markers for presenting the fire station but not in any particular article

Sub-Committee Reports

POLICY ADVISORY COMMITTEE

Commissioner Zais - School Building subcommittee

- Met on May 2, 2022 and will report during June 2022 Fire Commissioners Meeting

SCHOOL PROPERTY

Commissioner Zais – Elementary School update

- Not further meeting has taken place but talks continue

FIREFIGHTER PHYSICAL FITNESS COMMITTEE

Commissioner Conley

- FF Lee and Casey have come forward to the Chief with an option and they will sit down with the Chief and Commissioner Conley soon

Public Comment

No Public comment at the end:

Motion to adjourn, all in favor.