

Fire Commissioner's Meeting

March 14, 2023

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

– meeting Broadcast via Zoom only

First order of Business:

- **Review of February 2023**
 - Ensure Chairman Conley's name is spelled correctly
 - Motion to accept February 2023 minutes as presented
 - All in favor

Public Comment

- No Public Comment

Fire Chief Report:

- Total February 2023
 - 58 Total Responses
 - 1 fire - mutual aid to COMM
 - 38 EMS
 - 1 hazardous condition (elevated CO2 in a residence)
 - 12 Service Calls
 - 1 special incident (citizen complaint - not a complaint about the organization)
 - 5 False Alarms
 - During February 2023 Commissioners meeting, Commissioner Pisano asked if the False Alarms were all automatic false alarms
 - Chief Brown looked into it and stated that for the February 2023 the five false alarms (fire alarm activations and also appropriate response to non-hostile smoke ie. smoke from cooking)

Administration:

- Continue to work on town-wide Active Shooter Hostile Event Response Training exercise in April 2023
 - Lt. Clark and Chief Brown have been attending meetings on getting training started and are coordinating the FD and PD in the area
- Chief Brown still attends the Regional Emergency Communication Center Feasibility meetings.
 - 1st phase is done
 - 2nd phase is design and development grant application that has been submitted by Town of Barnstable
 - Grant award is expected sometime in May

- From COMM FD, Chief Winn and Chief Eldridge have been at all of the meetings and have been active participants of the process

TECHNOLOGY

- 1st quarter meeting with IT vendor to go over strengths and vulnerabilities within IT
- Additional funds will be requested to increase IT capabilities
 - Commissioner Zais asked if the IT vendor prepared a report?
 - Chief Brown stated yes, they did and he can forward it to the Commissioners.

PRO EMS REPORT

- Not discussed

POSITIVE CITIZEN COMMENTS

- **Not discussed**

Personnel

- Commissioner Pisano asked about hiring and promotional process
 - Chief Brown answered based on what comes out of tonight's meeting (March 14, 2023), hopefully the process will move forward, starting March 15, 2023
 - During executive session, the proposed Deputy Chief contract will be reviewed

Training

- Training activities
 - Forcible Entry was fully finished
 - FF Gardner attended “Saving Ourselves” - self-rescue and survival training
 - training off Cape
 - Large participation in the Wildlife drill on the Base
 - Drill interrupted when there was a house fire

Apparatus and equipment:

- Still no movement on 267 - brush breaker
- Working on getting an evaluation
 - Lt. Clark, Chief Brown and Chairman Conley all looked to see if there was something similar but could not find anything
 - On March 21, 2023, an organization that has built brush breakers is coming to value 267
- No movement on UTV
 - Chief has been in touch with the county and they are working on the inter-municipal agreement for the UTV
- Skid unit - DCR has a skid unit that they can transfer to Cotuit FD.
 - Skid unit and UTV are more appropriate pieces of equipment
- 262 went out for PM (preventative maintenance) for lights on dashboard
- Chief stated no word on when the cab & chassis will be rolling out on new ambulances - best case is end of calendar year 2024
 - Everything will be in the GPO (Group Purchasing Organization) so that it will be within the bid limits already established

- Cotuit FD is in the queue for the cab & chassis
- Vendor that Lt. McNamara has been in contact with re cost of 263 stated that estimate should be back at the end of the month
- Commissioner Pisano asked if there was any word from Sandwich FD re their ambulance (spare ambulance)
 - Chief Brown stated that he and Chief Burke will be sending the inter-municipal agreement to legal departments and hopefully in June 2023 there will be movement forward
 - It will have “Sandwich” and “Cotuit” and “Ambulance” on the sides

Facilities:

- Chief Brown stated that the front stairs will not be replaced right now and will be staying with the ramp and will use the funds elsewhere in the firehouse.
 - Only one vendor showed up to price out the work but still no quote

OLD BUSINESS:

School Building Sub-Committee Reports

Commissioner Zais - School Building subcommittee

- Commissioner Zais has not heard anything
- Fran Parks stated that the latest that she has heard from the Town Counselor was that the vote on the transfer of the property is to be on their agenda this Spring 2023

Facilities Committee - Needs Assessment

- Chairman Conley stated that Chief Brown has brought in Lt. McNamara & Lt. Clark into the conversation
 - Chairman Conley stated there are three (3) Options at this point:
 - Option 1: leverage current property - FF will live in the building during construction
 - Option 2: find property and build new
 - Option 3: find a building and renovate

By-Law Committee

- Trying to get together before the end of March 2023
 - Agenda will have relevance to the financial status of the district and Commissioner Pisano will keep everyone informed

NEW BUSINESS

- Not discussed

Vote for Executive Session

Motion to go into executive session Under Purpose 3 - Move to enter into Executive Session for the purpose to discuss strategy with respect to collective bargaining or litigation. If an open meeting may have a detrimental effect on the bargaining of a litigation position in the public body, Chair so declares that bargaining unit local 3642 for the purpose of discussing

the contracts of the Fire Chief and Deputy Fire Chief, the committee will return to open session.

All in favor.

Chief Brown moved people into the meeting room and the Executive Session commenced.

Open Session resumed

- Motion on Fire Chief contract re bringing contract in line with verbiage strictly relative to vacation time
 - Accrual is currently on Chief's Anniversary date and all other accrual dates are on July 1.
 - (Chief Brown's contract with regard to the above mentioned accrual verbiage was shared on screen)
 - Motion on Chief Brown's contract with regard to the accrual verbiage
 - All in favor - passed unanimously and copy will be sent to Prudential committee for signature
- Motion on Fire Chief Deputy contract has been reviewed by legal and Commissioner's and is in-line with previous contracts. No significant relative change with the exception of line item re compensation
 - Motion moved to accept Fire Chief Deputy contract between Shane Clark and the Cotuit FD as amended with effective date of March 24, 2023.
 - All in favor - Unanimous
- Motion on agreement between Fire Commissioners and Local Union 3642 accept as modified contract as presented and forward to Union for their vote.
 - All in favor - Unanimous
- Motion on request to bring verbiage forward re the benefit that will be included that will be signed by Local 3642 that will be with regard to the birth of FF Melanson's child (due in one week).
 - Commissioner Zais moved that Commissioners grant request
 - Fran Parks asked whether this should be run by legal?
 - Chairman Conley stated that the letter is requesting FF is four weeks for sick time - not an increased benefit
 - Commissioner Zais withdrew motion
 - Chairman Conley makes a motion that the Commissioner's grant FF Melanson four (4) weeks of sick-time utilizing his accumulated sick-time for purposes of a paternity leave
 - All in favor - Unanimous

Public Comment

- **No public comment**

Motion to adjourn

- **All in favor**