

Fire Commissioner's Meeting

December 5, 2024

Present:

Freedom Hall - Chairman Conley, Commissioner Zais, Commissioner Ross, Chief Brown and Deputy Clark

Via ZOOM – Mark Hooper (Specialty Vehicles, Inc.)

Via Phone – Derek Nelson (Lifeline Ambulance)

First order of Business:

PUBLIC COMMENT

- No public comments in chat / no emails.

PREVIOUS MEETING MINUTES

- August 13th, 2024, August 27th, 2024, November 12th, 2024.
 - Chairman Conley made the motion to accept the minutes for August 13th, 2024, meeting
 - So moved by Commissioner Zais
 - All in favor
 - Chairman Conley made the motion to accept the minutes for August 27th, 2024, meeting
 - So moved by Commissioner Zais
 - All in favor
 - Chairman Conley made the motion to accept the minutes for November 12th, 2024, meeting
 - So moved by Commissioner Zais
 - All in favor

FIRE CHIEF REPORT:

November had a total of 99 responses:

- 2 Fire
- 52 Rescue & EMS
- 0 Station Walk in Medical Incidents
- 5 Community Risk Reduction
- 6 Reassurance Program
- 11 Service Calls
- 10 Good Intent
- 15 Fire/CO Alarms
- 14% of calls overlapping
- YTD Percentage Difference = +6%

Mutual Aid

- Mutual aid was provided 9 times.

- Mutual aid received 3 times.

Administration:

- 1 thank you note with a donation of \$200.
- Lucas grant funds received – additional funds may remain and can be reallocated
- Open burning ban has been lifted
- Chief Brown and DC Clark attended CIFCA fall leadership and operational development seminar on November 20th.

Technology

- Nothing to report

Personnel

- FF Gardiner and FF Lee were two of three people in the State to receive the Norman Knight Award for Excellence in Community Service.
- Pinquisset Cove Cr training: multi-agency drill on 12/3 and intern day on 12/5
- Reminder of Christmas in Cotuit on Saturday, December 7th:
 - o Chili/open house from 1200 to 1400 sponsored by Cotuit Firefighters Local 3642
 - o Santa will arrive to the Town Dock at 3:45 on the fire rescue boat

Apparatus and equipment:

- Chief Brown stated that Mark Hooper from Specialty Vehicles and a representative from Lifeline Ambulance in attendance for the Commissioner's Meeting
 - o Lifeline ambulance manufacturer of the ambulance
 - FY2023, \$345,000.00 was approved for a new ambulance
 - April 2023, a contract was signed with SVI for a new ambulance for \$323,955.00 which did not come out of the system until FY2024
 - Additional monies towards the new ambulance purchase which included the power load, which was installed in 262 currently and will be transferred into new ambulance once it arrives
 - Latest report from SVI is that the new ambulance may arrive in September 2025
- Mark Hooper from Specialty Vehicles in Plainville, MA (on ZOOM) and Derek Nelson from Lifeline Emergency Vehicles in Sumner, IA (on the phone) and Derek is the Director of National Accounts
 - o Mark stated that the truck is slated for a production slot to be built and get through the production line for the end of September 2025
 - Chairman Conley asked if the frame will be built and available at the end of September 2025?
 - Derek answered that yes, that is what they are anticipating, assuming all goes well with the receipt of the chassis (which they do not foresee any issues barring any unforeseen circumstances) and a production slot is slated for September 2025
 - o Chairman Conley asked if it was the finished product that would be ready September 2025 and not just the body?

- Derek answered that yes, September 2025 would be the month that Lifeline Emergency Vehicles would have the ambulance over to Mark at Specialty Vehicles for the finishing touches
- Mark stated that the chassis would be 2025 model year (proposal is for 2023) and is on order and anticipated time for it to arrive is either March or April 2025.
 - Derek stated that more concrete information would be available after the 1st of the year 2025.
 - Chairman Conley went over the timeline:
 - Chassis ready March/April 2025
 - Ambulance ready September 2025
 - Mark stated that the build instructions were submitted back in April 2023
 - The Build Order documentation will come back to Mark as a draft work order to confirm that what Specialty Vehicles is building is accurate for the department and, once Mark receives that, he will set up a meeting with Chief Brown and the Fire Dept. to go through everything and make any necessary changes and that will go back to Life Line and it will be released to production after the changes have been made.
 - Once the chassis is there, it will go through production and it will be built for anticipated end of September 2025 in Iowa.
 - From Iowa, Specialty Vehicles will pick it up and transport it back to MA and will start the additional work needed to complete the lettering/stripping/mounting that is required on the vehicle
 - Barring no Ford issues, anticipated delivery at end of October 2025.
 - Chairman Conley asked why wait for the time vs. going through the documentation ahead of time so there isn't any stall time.
 - Mark answered that what they are waiting for is for engineering to provide the drawings of the truck and because the timeframe to build the unit is about 60 days so it already has a production slot – which Derek verified.
- Chairman Conley asked if the price is still the same?
 - Mark answered that he is not sure because there have been price increases on some things but he will try to do his best to absorb the price increase and thanked the department for their patience.
 - Derek weighed in as well and thanked the department for their patience during a challenging time

- Chairman Conley stated that if there are any changes to please let the department/Commissioners know (preferably) the day that it happens whether it be positive and/or negative
- Commissioner Zais stated that he could not understand why it is taking so long.
- Commissioner Ross stated that he did not have any questions.
- Chief Brown stated that he and Mark will keep in regular contact and echoed the Chairman's guidance to keep them apprised of any price changes because that would require the Commissioner's / Fire dept to go back to the community, which is a process itself and there is a timeline associated with that and can create a lot of challenges with that.
- Chairman Conley also stated that not only would he/the Commissioner's and the department like to be apprised of any changes with price but also with delivery dates.
- Commissioner Ross asked about the trade-in appraisal for the current ambulance and asked if that would change?
 - Mark answered hopefully no – the truck is whole and DOT approved and asked the department to “treat it gingerly over the next 10 or 11 months” and he will work with the department as best as he can to absorb some of the price

Facilities:

- Fall cleanup was done and piece of loose granite on steps that needed to be reset with cement was completed

OLD BUSINESS:

School Building Sub-Committee Reports

Commissioner Zais - Policy Advisory Committee

- Nothing to report

Chairman Conley - Facilities Committee - Needs Assessment

- Progress has been made
- Catalyst has been awarded the contract based on unanimous agreement
- Currently in the process of negotiating the contract with Catalyst for the architectural engineering services
- Chairman Conley spoke with legal department and stated that Catalyst is sending the Board of Commissioner's a new version of the contract – hopefully 12.6.2024 or 12.7.2024 and he anticipates executing contract early the next week

Commissioner Ross - By-Laws Committee

- Nothing to report

NEW Website Sub-Committee

Commissioner Zais and Deputy Clark

- Creation of new sub-committee for new fire department web page
- Commissioner Zais volunteered (no vote was taken) for the Commissioner side and Deputy Clark for the Fire Dept side
- Chairman Conley weighed in and asked that this process for a new website process needs to move forward and get something done

NEW BUSINESS

- No new business

Public Comment

- No public comment

Commissioner Zais made the Motion to adjourn / Commissioner Ross seconded

- All in favor, motion accepted