

Fire District #1 Prudential Committee

Open Session September 26, 2013

Call to order @6pm

Members present- Kevin Taugher, Ray Miner & Greg Sheehan

Signing of the Warrants

Approval of the 8/29/2103minutes

- GS- Motion
- RM - 2nd
- Unanimous Affirmative

Correspondence

KT- announced that Chief Authier had recently been recognized by the Chief's association for successfully completing a competency course

Town Clerk Reimbursement update

GS- said he had spoken with the Town Administrator and the Town Clerk. There was confusion about how services were to be paid for. The District Clerk said that she was told by the District Clerk of D2 that the checks should be made payable to the town but yet the Assessor and Tax collector are paid directly. This went back and forth until it was decided that we would invite the Town Clerk to our next meeting to end any confusion and move forward.

Ambulance Director's Report

Received a report with accounts receivable vs. adjustments

Captain Schenker- said he was calling other billing agencies to inquire about capabilities in reporting. He also mentioned that he was meeting with Jeff Tossi from Comstar to discuss capabilities of reports

GS- Motion to adjust ambulance receipts by \$60,444.28

RM- 2ND

Unanimous Affirmative

A short discussion around the abatement process ensued. Should we have a form, how long should we wait before we write off bad debt?

KT- asked the Ambulance Director to look into what other communities are doing.

Chief's Report

There was a review of the P/S budget, things seemed below budget but the budget needed some refining to accurately reflect the true P/S costs.

KT- led a discussion of future for casting and asked that the Chief work on creating a more accurate forecast for future P/S expenditures.

KT- also requested a breakout of the Call FF#'s for compensation

Generator bids were set to close on 9/27 and be opened that day.

Extraordinary Events:

Chief and the Fire Marshall met with the Town Clerk about the storage tank permitting program involving new forms for underground storage tanks.

KT- questioned when the new program went into effect. Chief thought it could have been 2011 or 2012 but was not sure. This then lead to a discussion around our inspection and permitting process that was to have been put into place since the Chief appointed Captain Stark to be the day Captain in charge of this process.

GS- suggested that the Town Clerk was the keeper of the records. She is not expected to know everyone's forms in and out. She records when applications come into her office with a time date stamp. Whether or not the form is correctly filled out is not under her responsibility. It was suggested that if it is a form specific to the Fire inspection or permitting process and requires the Chief to sign off then perhaps the Chief should review said form for its accuracy before signing off and sending to the Town Clerk for issue.

GS- asked why this was becoming an issue if the Chief and Captain Stark were keeping copious records of the inspections being done in the district. GS suggested that for the amount of money and resources being used for inspections for the Chief or Captain Stark not to know that certain forms had changed in regards to the storage tank permitting process suggests that those inspections were not being done with any regularity as the Prudential Committee was lead to believe. It brought into question what exactly was being inspected, and what wasn't and why.

Chief said he had a discussion with SHEL in regards to the new library and guide wires and poles and the issue was resolved.

Chief said a safety officer would be speaking at the Plains School in October in regards to fire safety tips.

Chief said he was going to attend a Local Emergency Planning Commission meeting on Friday with other officials from town.

Chief handed out a Fire prevention and code enforcement handout.

KT- asked if there was a checklist for inspections. Chief wasn't sure what the inspector was using.

GS- asked how he couldn't know what the inspector was using if it was the Chief that was training the new day inspector. Chief also couldn't tell us what Captain Stark was using as a checklist. That seemed odd to GS since a previous Prudential Committee was told that we needed a 5th Captain to assist the Chief with inspections yet the Chief did not know what checklist if any was being used by the current or past inspector.

Chief passed out a job description for Captain's and Lieutenants

GS- asked if there were additional requirements for testing for officer other than a written exam and time in. Chief said no.

GS- then asked why new hires are required to have FF1 & 2 to obtain an entry level job but there were no additional requirements to become an officer. Chief said that's just how it was.

GS- suggested that given Chiefs vision for the future structure of the command this could be a good time to make sure that we fill those future positions with people that have credentials, and those who want to improve their skills and knowledge. People that see the position as a career not just a paycheck. Under the current structure a new fire fighter may have more continuing education than his supervising officer. There seemed to be a disconnect.

New Business

Chief gave the Chair a certified letter that had come in that day

GS- made a motion to go into Executive Session under chapter 30A, section 21A exception 1, to discuss the discipline of and to hear complaints or charges brought against an employee and to reconvene in open session

RM- 2ND

Roll call-

GS- yea

RM- yea

KT- yea

Time 7:45pm

The Prudential Committee reconvened open session at 7:55pm

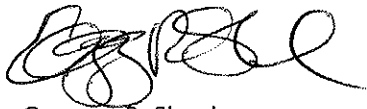
GS- Motion to adjourn

RM-2nd

UA

Meeting adjourned at 7:56pm

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Gregory R. Sheehan', with a stylized, cursive script.

Gregory R. Sheehan

Clerk