

BOARD OF COMMISSIONERS --- REGULAR MEETING  
OCTOBER 26, 2017

Chairman Peter Cross called the meeting to order at 7:02 pm.

PRESENT: Commissioners Peter Cross, Laura Cronin, Dennis Sullivan, Demetrius Atsalis, Victor Skende and Chief Peter Burke.

OPEN SESSION

Agenda Item 6a. In House Fitness/Nutrition Competition was taken out of order.

The Chief said that he wanted give the Board, from time to time, an opportunity to hear from personnel about the activities the members engage in while on and off duty. Chief Burke introduced FF Rachel Clough who has organized the Fall Fitness Challenge for department personnel. She described the program in detail and the competition among the four shifts. She said that 90% of the personnel are participating in this voluntary program which ends on November 15<sup>th</sup>. FF Ryan Clough (Rachel's husband) spoke about the obstacle course he has set up in the parking lot on Sunday mornings to supplement the program using activities that relate to fire and rescue services. The firefighters thanked the Chief for his support and encouragement.

1. MINUTES: The minutes of September 28, 2017 and October 12 were accepted as presented on motions made by Sullivan and seconded by Cronin.
2. CORRESPONDENCE: None
3. PUBLIC COMMENT: FF David Webb reported on the Shave Off benefit conducted for Retired Captain Rick Knowlton. Webb thanked the Chief for making the station available to the Union for the benefit. The event had been organized by Lt. Nate Coughlan. The Chief commented that he received complements from his peers about the event acknowledge the work of the department.
4. STREET LIGHTS: No new requests.
5. OLD BUSINESS: None
6. NEW BUSINESS: a. In House Fitness/Nutrition Competition (Taken out of order.)
  - b. Building Committee Report: Skende reported that the Committee held an extra meeting this month to discuss a number of items that had been left unresolved. The discussion covered a lot of ground and a number of items were closed out. The

major item discussed was the I/T. The Chief had spoken to Commissioners previously about the possibility of dispatch being conducted at the Police Department by civilian dispatchers and the equipment that will be needed. The Chief outlined the approximate cost for equipment at \$740,000. Originally \$400,000 had been allocated for I/T. This item was one of several that were backed out of the general contract. The technology budget has not been thoroughly vetted at this time. The Building Committee voted that Chief should pursue dispatch with the Police Department and authorized the expenditure of an amount not to exceed \$700,000 at this time. Cronin asked if there were sufficient funds available. The funds are available in the contingency funds.

c. By Law Committee Report: The Committee has not met since last Board meeting.

d. Dispatch/ Communication: 1.) The Chief stated that a Memorandum of Understanding with the Town and Police Department is being worked out by Town legal department. Chief expects to have draft MOU at our next meeting. 2.) FF Webb along with other members of the Department has been meeting with I/T consultant about radio equipment and necessary software. 3.) Lt Lawrence is working with other members of the department on the process of what happens when calls come into police dispatch center and how they will be processed by civilian dispatchers. We will have opportunity to establish protocols from the beginning with new civilian dispatchers.

7. Items not reasonably anticipated: None

8. CHIEF'S REPORT:

- The Chief announced the passing of former Chief of the Department Paul Chisholm. Chief also noted that retired Lt. Eldon Logan had passed away.
- The hiring process is being completed and the Chief will have three persons to present on November 9<sup>th</sup> for the position of probationary FF.
- The appointment for position of FPO will be concluded for November 9<sup>th</sup>.
- RFP for ambulance billing services has been advertised and are to be submitted by November 3d. Comstar was notified about the RFP.
- EMS Supervisor Medeiros is working on the Electronic Patient Care Reporting software and the new platform should be in place in December.

- The Chief complimented the Union members for their efforts in making the Shave Off for Rick Knowlton such a success. He stated that he received many compliments from his peers.
- The awards night will be held on November 14<sup>th</sup>.
- Chief thanked FF Doherty for bringing the Mack to the Open Streets event on Sunday. The tower ladder was also present.

- Chief reported that there had been no damage to equipment as a result of storm water runoff. He thanked the personnel for their efforts.
- The Department will participate in a Drill Sunday evening at the Cape Cod Mall with the COMM Fire Department, Barnstable Police Department and regional SWAT. The drill will simulate an active shooter.

The meeting was adjourned at 8:18 pm.

Respectfully submitted,

Victor Skende  
Clerk