

**HYANNIS FIRE DISTRICT BOARD OF COMMISSIONERS  
REGULAR MEETING**

<b>Date of Meeting:</b>	<b>Thursday, February 13, 2020</b>
<b>Meeting Place:</b>	<b>High School Road Extension Hyannis, MA 02601 in the 2<sup>nd</sup> Floor Training Room</b>

A quorum being duly present, Commissioner Cross called the February 13, 2020 Hyannis Fire District Commissioner meeting to order at 7:00 PM.

**PRESENT:** Peter Cross, Victor Skende, Dennis Sullivan, Laura Cronin, and Demetrius Atsalis  
**ALSO PRESENT:** Chief Peter Burke and Reporting Secretary Colleen Murphy

**I. OPEN SESSION:**

**1. MINUTES:**

- Upon a motion duly made and seconded it was voted to approve as amended the minutes of the January 23, 2020 Regular Meeting

**VOTE: PASSES UNANIMOUSLY**

**2. CORRESPONDENCE:**

- Commissioner Cronin stated we have received a couple of letters inquiring about the fire house dedication plaque

**3. PUBLIC COMMENT:**

- None

**4. STREET LIGHTS:**

- Commissioner Atsalis received a voice mail from the new Siemens contact
- Commissioner Atsalis stated he called the new contact back, got the answering service and the answering service could not locate who the new contact was to leave a voice mail

**5. OLD BUSINESS:**

- None

**6. NEW BUSINESS:**

**6a. Appointment to Permanent Status: Probationary FF Liam McMullen**

- Chief Burke asked the commissioners to appoint Probationary FF Liam McMullen to full-time status as of his 1-year probationary time will end on 012820 to permanent status
- Commissioner Skende moved to approve the Chief's appoint of Probationary FF Liam McMullen to permanent status and to waive the 15-day waiting period
- Commissioner Cronin seconded

Upon a motion duly made and seconded it was voted to approve the appointment of Probationary FF Liam McMullen to permanent status

**VOTE: PASSES UNANIMOUSLY**

**6b. Building Update**

- Commissioner Cross stated the Building Committee held a meeting on 021320 and said that the punch list is still long but progress is being made and the list is getting shorter

- Commissioner Cross said GGD, engineering group from Dartmouth, Mass., will meet the week of 021720 to walk through all of the fire house systems to make sure everything is working properly
- Commissioner Cross stated the plaque has been made and will be delivered to the fire house this week
- Commissioner Cross said the lights for the fire house sign are supposed to be completed the week 021720 as well as the water separator work
- Commissioner Cross said a CMS (Construction Monitoring Services, Inc.) clerical error regarding legal expenditures for the fire house project was discovered and corrected – \$100,000 (USD) has been corrected/given back to the Hyannis Fire District fire house project – so the contingency fund is now corrected at \$635,205 (USD)
- Commissioner Cross said we are still under budget for the project
- Commissioner Cross stated the AIA Document G701-2017 shows a Change Order for \$25,316.64 due to Dandis Repainting and bathroom tile being ordered
- Commissioner Skende moved to approve the change ordered entitled AIA Document G701-2017 for the total amount of \$25,316.64(USD)
- Commissioner Sullivan seconded
- Upon a motion duly made and seconded it was voted to approve the change ordered entitled AIA Document G701-2017 for the total amount of \$25,316.64(USD)

**VOTE: PASSES UNANIMOUSLY**

- Commissioner Cross stated after the current fire house project bills owed are given to Treasurer La Fleur to pay this week, we will have \$135,000 (USD) in cash, so possibly we will have to go to Lynn Foster for additional funds
- Lynn Foster told Commissioner Cross the fire district is in good shape as the fire district has well over a million dollars to tap if needed
- Commissioner Skende agreed but said we may have to tap into the funds as there are additional items needed for the fire house, but we are in good shape and progress is being made on closing out the fire house building project

**6c. Contact Negotiation with Non-Personnel**

- Commissioner Skende asked Commissioner Cross to hold off discussion on agenda item number 6c. until Chief Burke was able to go through agenda item number 8. Chief's Report
- Commissioner Cross agreed to move item 6c. to the end of the meeting

**7. ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR**

- Commissioner Cronin discussed two items regarding the fire district by-laws
  - First item was streetlights and the responsibility of the fire district Commissioner Cronin stated the updated by-law, the by-law committee will highlight the streetlight placement by the fire district is for safety of the department and is not for crime prevention
  - Commissioner Cronin stated the second item that has come up in discussion during the by-law committee meeting was to ask for a consensus from the board of commissions, if board members would be okay to move to a smaller voting venue, such as the fire house, if a commissioners race was not a competitive situation
  - Chief Burke said he was fine with this change of venue if needed

**8. CHIEF'S REPORT**

- Chief Burke stated he has heard back from MRI on the Deputy Chief Assessment Center – we have selected 4 textbooks and the exam will be given to the candidates on 052720 and then the assessment center will be on 060820
- The four exercises that have been for the assessment
  - Fire prevention
  - Employee issue
  - Customer service issue
  - To be decided by Chief Burke
- Chief Burke said they have worked on Engine 2 replacement
  - We have selected the manufacturer – Pierce
  - Engine equipment – Pierce Enforcer chassis
  - Total purchase price presently \$745,037 (USD) with \$50,000 (USD) down at contract signing which was budgeted for this year
  - 10-year contract is \$81,082.92 annually (in-service vehicle line item)
  - Commissioner Sullivan moved to approve the replacement of Engine 2 with a \$745,037 (USD) new fire engine tax exempt lease purchase and a deposit at signing of \$50,000 (USD) with a 10-year contract of \$81,082.92 annual payment
- Commissioner Skende seconded
- Upon a motion duly made and seconded it was voted to replacement of Engine 2 with a \$745,037 (USD) new fire engine tax exempt lease purchase and a deposit at signing of \$50,000 (USD) with a 10-year contract of \$81,082.92 annual payment to be made by Pierce and financed by PNC Equipment Finance

**VOTE: PASSES UNANIMOUSLY**

- Chief Burke said this truck is substantially smaller than what we have today however we are getting what we need for the engine. We are not being wasteful of money
- Over-time is tracking 2% more this year as we have a number of long-term work injuries
- Chief Burke said he wanted to let the commissioners know so that if we have to take money from one line and apply it to the over-time line
- There are 3 FF's on long-term disability – the hard spot in this is we not only have the long-term injuries but also the increasing call volume and these things come together to that affect the over-time amount
- The 2021 fiscal budget is being worked on but it is premature to talk about the budget – Chief Burke said he would need the time up to March 2020 as it is really at 40% solution as we do not have all the details
- Chief Burke stated they are starting to work the timeframe to hire the new FFs, we are thinking it is attainable to hire 4 FFs in September and 4 FFs in April
- Commissioner Sullivan asked – so the FFs numbers would be from 54 FFs to 66 FFs
- Chief Burke said yes, and the driving factor is the call volume growth – this is essentially solving today's problem but not long-term as the call volume might still continue to grow in the future
- Chief Burke reviewed the response time data – he stated to get the first fire truck to the scene in 3:00 – 3:50 minutes the department's cumulative percentage of achieving this response time is 34.92%, national standard is 90% for both EMS and fire calls
- Staffing, how rapidly we can respond to a fire at people's homes is all interrelated
- On 021820 we will be hosting a citizen's academy – FFs will be donating their time-off duty to demonstrate the fire education to the group

- An off-duty Hyannis FF was going off Cape Tuesday afternoon affected a rescue and saved both people in the vehicle accident on Route 6 with some peril to himself – this was a true lifesaving effort – we are proud of how our FFs operate not just here but also outside of here
- Commissioner Skende asked Chief Burke about the Facebook listing of Peer Physical Training
- Chief Burke said the district was awarded a grant to bring in trainers and purchase gym equipment
- Chief Burke met with Jeannie Challies regarding the mental health and homeless issues in the district

#### **9. PUBLIC COMMENT**

- none

#### **II. POTENTIAL EXECUTIVE SESSION**

- Commissioner Cross called an executive session and said it would be held in the 2<sup>nd</sup> Floor Training Room and will not be returning to a public session

Vote on Adjournment of public session:

Upon a motion fully made and seconded it was voted to Adjourn the public session

Adjourned at 8:00 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District