

TO: MARINWOOD FIRE COMMISSION  
FROM: THOMAS ROACH, FIRE CHIEF

March 7, 2017 Fire Commission Meeting Minutes

Commissioners:

Present: Dan Curran, Russ Albano, Ron Marinoff, Tom Elsbree, Greg Stilson, Pascal Karsenti

Others in attendance:

Fire Chief Tom Roach, Board Member Izabela Perry, Linda Barnello, Captain Ryan Brackett, Firefighter Dan Rotwein, John Hammond.

1. Approval of Agenda-Call to order 7:00 pm.
  - Chief suggested moving item #6 Cert Kiosk to the beginning of the meeting to allow John Hammond to make his presentation at the beginning of the meeting.
  - **M/S Marinoff/Curran to approve adjusted agenda. All in favor.**
2. Public Comments on Non Agenda Items
  - Linda Barnello questioned why the District negotiations with the Union were taking so long, 22 months and why all the attorney fees had to be paid and used. Why not just give that money to the firefighters? District Manager Dreikosen commented that the Union had served the District with a lawsuit so attorneys had to be used for the defense.
3. CERT Kiosk
  - John Hammond made a presentation on a CERT Kiosk concept. A drawing of the idea was included in the packet. The idea is to have a Kiosk that would be weather protected constructed near the CERT Trailer. In the Kiosk would be CERT Area Maps and other related disaster preparedness information. The cost of the kiosk would be covered by the Lion's Club. Discussion followed regarding location of the kiosk. Board Member Perry felt it would not be visited or seen much at that location and that existing bulletin boards in the community are better located and should be used. She also suggested distributing information electronically and utilizing the website. Linda Barnello commented that not everyone uses the internet. John stated that once built a market campaign would be used to educate residents of the Kiosk and the information is contains. Commissioner Albano felt the more ways used to disseminate information the better.
  - **M/S Elsbree/Albano In support of the Cert Kiosk idea at the location in front of the firehouse. All in favor.**
4. Draft Minutes for the February Commission Meeting
  - **M/S Marinoff/Albano to approve the February Minutes as presented**
5. Activity Summary and Response Report for February 2017
  - The Activity Summary for February 2017 was reviewed. Chief commented that the department did run a few storm related calls but that all in all the Community faired well in the heavy rains and winds.
  - The Response Report for February 2017 was reviewed. Linda Barnello had a question as to call number 197 and why the engine company was on scene for 56 minutes at a fire alarm call. Chief did not have an answer at the time and would research it. Ron Marinoff had a question about calls 234, 235, and 237 malfunctioning alarm if they were all the same address. Captain Brackett informed them they were for a malfunctioning alarm at an apartment complex on North Avenue and it was during heavy rains when the system was malfunctioning. Commissioner Albano asked if there was a way to recover costs if the alarm wasn't fixed and we had to continue responding. Chief said there was but that in this instance the apartment manager notified an alarm tech to make necessary repairs.

6. Fire Department Budget 2017/18
  - The draft budget for 17/18 and actuals for 16/17 were reviewed. Chief and Eric explained why the format was different. That the District was now utilizing Quickbooks as opposed to the old excel spreadsheet. Eric and Chief commented on the ease of using quickbooks. Chief and Eric explained this was a first look at the question and that Eric was preparing a District Wide budget for the Board to consider next week. At this point until the whole picture could be looked at it was unclear on the status of the budget. It will be presented before the Commission in April also.
7. Chief Report and Grant Update
  - Chief gave a report on the Assistance to Firefighter Grant. All the SCBA's and related equipment have been placed in service and paid for. Follow up reports by the Chief will be maintained over the one year period of performance. Also the 2017 AFG was submitted for a new utility vehicle.
  - Chief gave an update on the Disaster Preparedness Trailer. Work has begun on the outfitting the inside of the trailer with necessary disaster supplies. Two volunteer firefighters are assisting the Chief with the project.
8. Kitchen Remodel
  - Chief gave an update on the mold remediation and the kitchen remodel. All of the mold had been remediated. Chief had one bid secured for \$22,000 for a whole kitchen remodel. He was working on getting another estimate to compare prices. He hopes to have that info before the Board next week. He stated that the kitchen was 25 years old and he hoped to have that included in the coming years budget. Obviously the time had come. Commissioner Albano stated the importance of having a good kitchen since the firefighters live there 1/3<sup>rd</sup> of their life. Board Member Perry agreed with the importance of having a proper kitchen but suggested the Chief secure another estimate to be sure the price was within an appropriate range. District Manager hoped the price could be kept under \$25,000 because over that price the District would need a sealed bidding process.
  - **M/S Curran/Marinoff To do a kitchen remodel as soon as possible not to exceed \$24,999.00. All in favor.**
9. Succession Planning for the Implementation of Paramedics
  - Chief gave an update on the two new hires in the new hire academy. Dan Rotwein has been hired as a fulltime firefighter and is a certified paramedic and Dean Barsocchini has been hired as a temporary firefighter and is a certified paramedic. Both graduate from the Academy on Saturday February 18 and will be placed on different shifts as the third firefighter the following week. At that point the department will have three paramedics, one on each shift. Finalizing the paramedic agreement with the Union is still in negotiations.

Respectfully submitted,

Chief Tom Roach