

Fire and Rescue Planning Committee Meeting Minutes of January 9, 2017

Members present: Ben Wallace, Co-Chair; Selectman Kevin Johnson, Co-Chair; Jonathan Burbank, Allan LeGrow, Gail Hart, David Mercier and Selectman Rick Daniel

Also present: Kristi Eiane, Town Administrator; Marguerite Kelly, Town Treasurer

Call to Order

The meeting was called to order around 6pm.

Recruitment/Retention Seminar

The Committee reviewed logistics and scheduling for recruitment specialist Tiger Schmittendorf's visit on Monday, January 19. The session will be held at 6:00pm at the Old Orr's Island Schoolhouse. It was noted that the Harpswell Neck Fire Department will enter into an agreement with the recruiter and be reimbursed by the other departments.

Minutes

The minutes of December 5 were unanimously approved by the Committee.

Special Guest, Allan Moir, Kennebunkport Fire Chief, joined the meeting around 6:30pm.

Chief Moir had been invited to the Committee meeting to share his background on the evolution of fire services in Kennebunkport over the last 20 or so years. At one time, Kennebunkport had 4 independent associations responsible for providing service to the town. Over time, Kennebunkport instituted the position of Fire Administrator to take responsibility for record-keeping and to coordinate training, communications and purchasing among the departments. In time, Kennebunkport added the municipal Fire Chief position and the four organizations changed their by-laws to accommodate the change to a municipal structure. When members respond to fire calls now, they are considered on-call municipal responders and are paid an hourly rate of about \$11.

Chief Moir has been in the position of Chief for about 10 years. He is the third municipal Chief as the first two did not work out for various reasons. He works fulltime in Waste Water Treatment for the Town and 10 hours each week as Fire Chief, with those 10 hours as Chief being worked on a flexible schedule. Regarding purchase of vehicles, an endowment has been left that covers a significant portion of the cost of emergency vehicles. The Chief is working on reducing the number of overall vehicles, with a plan to keep one engine in each district. Two of the district buildings are owned by the Town and two are leased to the Town at about \$20,000 per year.

When the Fire Administrator position was adopted over 20 years ago, the focus was on maintaining records and ensuring that all training requirements were being met. This continues to be a major focus of that position today. The Fire Administrator is fulltime in Kennebunkport, with the Chief and the Administrator typically meeting once a day to review matters. Rescue response in Kennebunkport is not handled by the Fire Chief as there is a separate organization that provides rescue service to the community.

Kennebunkport has similar daytime coverage issues as Harpswell, with Chief Moir noting that Kennebunkport could call on Biddeford for response since Biddeford has a fully-staffed municipal department. Chief Moir noted he could rely on Kennebunk and Arundel as well. Asked if or when Kennebunkport would consider adding daytime staffing coverage, Chief Moir said it would depend on the number and nature of calls. He noted that recruitment has picked up a bit in recent years. He also noted that the Fire Administrator is also a trained fire fighter.

The operational budget, excluding capital, in Kennebunkport is about \$392,000. The training budget is about \$5,000. He explained that Kennebunkport will pay for Fire Fighter 1 and 2 training up front. Other training is typically paid on a reimbursement basis.

The Committee thanked Chief Moir for coming to Harpswell and sharing his insights.

Adjournment

The meeting adjourned at approximately 7:30pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kristi K. Eiane", written over a horizontal line.

Kristi K. Eiane, Town Administrator