

## Fire and Rescue Planning Committee

### Minutes of April 24, 2017

**Members present:** Kevin Johnson, Co-Chair; Ben Wallace, Co-Chair; Allan LeGrow, Dave Mercier, Jonathan Burbank, and Gail Hart

**Staff present:** Marguerite Kelly, Treasurer; Kristi Eiane, Town Administrator

The Committee focused its attention on operational response. A major discussion item was what the protocol should be for when the municipal firefighters respond to EMS calls. The Committee felt it was important to have the same procedure all over town, not district-specific responses, and to have a procedure that would not discourage volunteers from responding. There was general agreement that the starting point would be for the municipal firefighters to roll for rescue calls on the second tone, regardless of type of rescue call, if there had been no response to the first tone. However, it was noted that if departments know they will not have coverage, they can let those on duty know. It was agreed that details would be worked out once the Fire Administrator was hired.

Advertising for the Fire Administrator is underway. There will be postings on the following websites: Town of Harpswell, Maine Municipal Association, and Maine Fire Chiefs. The interview team will consist of Selectman Johnson, Administrator Eiane and Chief Mercier.

There was a brief discussion on the hiring process for the municipal firefighters. The Town will get clarification on if a volunteer is hired from one of the departments as a municipal firefighter, will that person then need to be paid for everything they do as a volunteer—such as maintaining equipment, training, etc.. It was also noted that there can be lead time needed to ensure that municipal firefighters have turnout gear.

With regard to shift schedules, the Committee understood there may need to be some flexibility to the 12-hour (6am to 6pm) per day shift from Monday through Friday, particularly if someone is coming off of a shift from another community at 6am.

The next meeting is scheduled for May 15. Member Burbank will have a preliminary draft of a document that outlines next steps in the planning process for a centralized emergency services building.

The meeting adjourned at approximately 7:25pm.

Respectfully submitted,



Kristi K. Eiane, Town Administrator