

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

<b>Date Of Meeting:</b>	<b>Thursday, October 11, 2018</b>
<b>Meeting Place:</b>	<b>95 High School Road Extension Hyannis, MA 02601</b>

A quorum being duly present, Chairman Cross called the October 11, 2018 Hyannis Fire District Commissioner meeting to order at 7:00 PM.

**PRESENT:** Peter Cross, Demetrius Atsalis, Victor Skende and Dennis Sullivan

**ALSO PRESENT:** Chief Peter Burke and Reporting Secretary Colleen Murphy

**ABSENT:** Laura Cronin

**I. OPEN SESSION**

6a. Per request of Chief Burke, Commission takes the agenda item 6a out of order the affirmation and appointment replacement for retiring Training Captain Thomas Kenney.

- Chief Burke respectfully requested Commissioners to vote to affirm Lt. Brian Lawrence as Training Captain upon the retirement of Training Captain Thomas Kenney and waive the 15-day waiting period

**VOTE: PASSES UNANIMOUSLY**

- The affirmation and appointment for the replacement of promoted Lt. Brian Lawrence. Chief Burke respectfully requested Commissioners to vote to affirm FF Paul Medeiros as Lieutenant upon the promotion of Lt. Brian Lawrence and waive the 15-day waiting period

**VOTE: PASSES UNANIMOUSLY**

**1. ACT ON MINUTES:**

- Upon a motion duly made and seconded it was voted to approve the minutes of September 13, 2018

**VOTE: PASSES UNANIMOUSLY**

- Approval of Minutes for July 26 moved to October 25, 2018

**2. CORRESPONDENCE**

- None

**3. PUBLIC COMMENT**

- Open public comment seeing no one close public comment

**4. STREET LIGHTS:**

- No lights out on Ocean St. by Kalmus Beach as was previously reported in 082318-Commission Meeting

**5. OLD BUSINESS: None**

**6. NEW BUSINESS:**

**b. Building Committee Report:**

- Chairman Cross said that we are under budget on new firehouse project but behind schedule. The new building is still not ready for move in. Building

Inspector is waiting on certification, which states that the new firehouse is built to the building engineers specifications.

- i. Chief Burke stated he is concerned with the living areas and the bays that still need work in order for the new firehouse be up and running. On Tuesday, October 16, 2018 the phones will be cut over to the new firehouse no matter if the building is partially completed. Chief Burke stated that he is aware of the labor shortage and that it is affecting the progress to finish the new firehouse.
- ii. Commissioner Skende – New building not move in ready as there is still is a lot of small detail work to be completed before move on Tuesday, October 16, 2018.
- iii. FF Mike Dalmau said a KBA punch list has been created for move in readiness check
- c. By Law Committee Report – nothing to report
- d. Alternative Sources of Revenue – None
- e. Discussion - Chief's Evaluation  
- The Commissioners' evaluation of Chief Burke needs to be completed by January 2019. Commissioner Skende said between now and January 2019 we have 3 meetings left in 2018 so he will send out the evaluation form to Commissioners

7. ITEMS NOT REASONABLY ANTICIPATED BY THE CHAIR – None

8. CHIEF'S REPORT –

- a. Chief Burke said the 3 promotional processes were conducted and concluded. The 3 promotional processes were the Lieutenants Process, the Captains Process (which were both done with a written exam and assessment which were conducted the first week in October) and the Training Captain's Process which was conducted on October 10<sup>th</sup>.
- b. The Commonwealth's Office of Emergency Medical Services inspected our Ambulances. The Inspectors were pleased with what we have done. Some of the efforts were but not limited to PRO-EMS change over, improvement Quality Assessment and Quality Improvement, current practice and safer practice, how clean our ambulances are especially with the large volume of usage, etc.
- c. Chief Burke and Lt. Ryan Clough are working on a possible grant opportunity. The grant is a Health and Wellness Grant. The deadline for application is October 26, 2018. The Chief has been approached by the County Fire Academy to act as a host community for a grant the County Fire Academy has been working on for fire fighter safety and a rapid training intervention program. This particular County Fire Academy program will have no impact on the water quality at all. Chief Burke asked the Commissioners to weigh in on this decision regarding the offer to host service to the County Fire Academy.  
- Chairman Cross recommends moving forward with proposed County Fire Academy program as long as the proposed program has no conflict with the Town of Barnstable and the Water System Division. Commissioner Dennis Sullivan agreed.
- d. Chairman Cross said after discussion with both Chief Burke and Lt. Dave Webb, the Fire District will pay for the new outside construction camera in phase 2 and

phase 3. This expenditure will be put into the building budget, as it is a very low cost item

9. PUBLIC COMMENT

- None

II. POTENTIAL EXECUTIVE SESSION - None

Vote on Adjournment:

Upon a motion fully made and seconded it was voted to adjourn

Adjourned at 7:51 PM

Respectfully submitted,

Colleen E. Murphy, Recording Secretary, Hyannis Fire District

DRAFT