

Greenfield Fire Department

P.O. Box 146, Greenfield, NH 03047

Meeting Minutes

March 2, 2015

1. **MEETING CALLED TO ORDER:** 7:03pm simultaneously with the Association meeting.
2. **ATTENDANCE:** Present: Adams, Lt. Babb, C. Borden, Lt. Borden, Boutin, Cpt. Burt, Davis, Dodge, Jason Duval, Jen Duval, Chief Hall, Cpt. LaCourse, Lange, Maguire, Deputy Morris, Deputy Murphy, Parker, Cpt. Patterson, Lt. Rychwa, Simmons, and Odie the mascot. Absent: Murray
3. **GUESTS, VISITORS, NEW APPLICANTS:** Meredith Burt, Kayla Duval, Karen Day, Trevor Hadley stopped in briefly, Steve Atherton stopped by at the end of the meeting to introduce himself to the Department and let everyone know he was running for a selectmen seat.
4. **SECRETARY'S REPORT:** Jan. Minutes were emailed. February meeting canceled due to snow storm.
5. **APPARATUS REPORTS:** **REMEMBER to WASH off all apparatus after calls.**
 - **Has the AC adapter been installed in the Apparatus?**
 - **13 Rescue 1: In Service:** Discussion about idling vehicle. If you are not clear on this, please ask an officer. Reminder to keep the back heater unit on so the saline is at a warm temp.
 - **13 Engine 1: In Service:**
 - **13 Engine 3: In Service:**
 - **13 Tanker 1: In Service:**
 - **13 Brush 1: In Service:**
 - **13 Utility 1: In Service:**
 - **13 Boat 1: Winterized:**

Questions: Why are outside building lights left on at night? Answer: so the older members can see the keypad at night when responding to calls!

Reminder: Chief Hall asked that the thermostat controls NOT BE TOUCHED! They are set where they should be, so please do not adjust the temps. Thank you!

6. **DRILLS, MEETINGS AND TRAININGS:**

- **Rescue Drill:** Tuesday, March. 10th, 2015, 7pm. Location: Bennington. Drills will be held in Bennington until further notice, as we have classes being held at GFD on Tuesdays.
- **Fire Drill:** Tuesday, March. 17th, 2015, 7pm. Location: GFD
- **Officer's Meeting & B.O.R.:** Wednesday, March. 25th, 2015, 7pm at GFD.
- **Next Business Meeting:** Monday, April 6th, 2015, 7pm, at GFD.
- **Any other upcoming training opportunities:** nothing local. Dorene shared information that Robert Pragoff (Robert.Pragoff@dos.nh.gov) sends out in an informational email to anyone who goes on the site to sign up to receive this information. Regarding Online college degree programs just \$2500/year, offered to NH Fire/EMS Service members through College for America at Southern New Hampshire University. You can get more info online at <http://go.collegeforamerica.org/NHFire> Associate and Bachelor's degrees are available in fields including Communications, General Studies, and Healthcare Management.

7. **OLD BUSINESS:**

- **Sunday Morning Church at GFD 9am-11am:** This is open to all members who are willing and able to

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participate on Sunday Mornings. No fixed agenda. . . we clean, fix, build, repair or train as needed.

- **ID Cards:** Update: Karen Day has made up a sample ID card, which Chief Hall passed around so all members could look at it, and he informed members that we can make up our own. These can then be done as needed, laminated, with the information we want on it and done in a timely manner. Chief Hall passed out forms for the members to fill out so we can get the ID cards completed. Each member will receive three of them. Many thanks to Karen!
- **GPS:** Lt. Babb reported back with information on the GPS units. The Greenfield Firefighters' Association will be purchasing one Garmin, voice activated unit, for the Fire Department to use to determine if this fits their needs. If it works out, the Association will purchase two more units for the Department. Cpt. LaCourse and Lt. Babb will handle this.
- **Jason and Jennifer Duval were voted into membership.**
- **Items tabled until further notice:**
 1. **GFD Web Page:** Chief Hall will provide updates as they become available.
 2. **Community CPR Class:** Chief Hall will schedule at a later date.
 2. **Uniforms:** Chief Hall will provide updates as they become available.
 3. **The Towns 225th Anniversary:** Dorene will provide updates when necessary.
 4. **Apparatus Committee:** Deputy Morris will provide updates when necessary.

8. **NEW BUSINESS:**

- **Run Sheets:** Lt. LaCourse and David Simmons have been working on creating run sheets that will, hopefully, be easier to fill out and use. Lt. LaCourse explained the sheet and it will be put into service.
- **Moto had some comments, observations and suggestions to share:**

Universal code for mechanics: when the hood is open, don't drive it! When he is working on a vehicle he will leave the hood open. Please do not shut the hood and take the vehicle! When on a scene it is helpful to turn off your headlights and flashing lights, as visibility is impaired. Leave the parking lights on. When you are backing up apparatus and there is any doubt, stop the vehicle, get out and walk around the vehicle to get your bearings. Always do a vehicle walk around before leaving a scene to make sure you have all your equipment, closed all doors and all is secure. When setting up the port-a-pond be aware that apparatus could have side and rear discharges. When responding to Mutual Aid calls, keep the best equipment at the Greenfield station and send the lesser. Also, he feels that everyone should be able to respond to calls, even non-trained, as that's how they learn.
- Jennifer asked if there a way you distinguished a probationary member from a certified member when on calls. Discussion ensued. Chief Hall explained that we have a vest that says Probie on it.
- **Dept. of Labor Visit:** Chief Hall informed the Dept. that the Dept. of Labor will be doing an inspection of all Town Buildings the end of March. Make sure the Station is cleaned and ready for inspection.
- **Al Burtt:** Al conveyed his thanks to the members for responding to their home when they were in need of help.

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9. CHIEF'S & OFFICER'S REPORTS:

- **Rumors:** The Chief discussed the issue of rumors that go around when people have questions about things, or don't understand why something was done the way it was, and don't ask about them. He informed everyone that if you have a question about something to please ask him about it and don't go ragging on about it to others. Also, ask yourself if what you are doing is building up or tearing down the department morale! Act accordingly please. Ask the Chief!
- **C-7 Position:** The Chief explained that we had a Lt. position open on the Rescue side and that is the position he appointed Rychwa. He moved the Lt. position to the Fire side. This enables us to have seven nights a week coverage with officers who are trained in both Fire and EMS, as having a Rescue officer on call who is not Fire certified, puts them in a position they are not trained for and may not be comfortable with. We did not create a new position, but rather filled the open position and moved it up.
- **Regarding elections:** Next month is our traditional elections. We currently have a Warrant Article coming up at the Town Elections to make the Chief's position an appointment by Selectmen, instead of being voted in by the Townspeople. This will allow the Selectmen to appoint a Fire Chief who will have training and experience. Our current method of electing a Fire Chief can allow anyone, with no training, knowledge or experience, to hold the position, if elected to it. With that said, the Chief suggested that the Department look to change to an Officer appointment system, instead of elections by members. This will ensure that the Officers have experience and training in the position they are to hold. This will also mean that the Fire Departments Bylaws will need to be rewritten. Questions asked: How do we do the appointments? Are they going to be yearly or until someone resigns or retires or gets asked to step down? Discussion ensued on various ways to handle the appointments, to do reviews of officers and of personnel. Who would review the Chief? The Selectmen? The Chief stated that all of this would be included in the new Bylaws that the members would vote on. He also stated that this would take a few months to complete.
- **Deputy Murphy** suggested we suspend elections until the bylaws are rewritten and voted on. Then we would move to the Appointment System. Discussion ensued.
- **Chief Hall** made a motion to suspend the elections of the Officers of the Fire Department until after the Bylaws of the Department have been rewritten and accepted by the Members of the Department. Deputy Murphy 2nd the motion and it was voted affirmative to suspend the elections of the officers until the Bylaws are rewritten and voted on.
- **Chimney fire calls:** Chief Hall said that the department handled the calls well and did a great job!
- **Chimney Cleaning Post on GFD facebook:** Thank you Lt. Rychwa!

10. MEETING ADJOURNED: 9:11pm

Respectfully submitted,
Dorene Adams
Secretary