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## Nov 15 2016 Commissioners meeting

Rick Pisano: 5:35 November 15, Tuesday, calling the Board of Fire Commissioners' meeting to order. First item on the agenda, Commissioner Pisano, present.

Tom Hadley: Commissioner Hadley, present.

Kevin Conley: Commissioner Conley, present.

Rick Pisano: First item is public comment. Wait, anybody recording? Missing Amy.

Cynthia: She should be here [inaudible 00:03:20]

Rick Pisano: Okay.

Cynthia: She probably would be recording [inaudible 00:03:25]

Rick Pisano: Public comment. No public comment.

Cynthia: Wait a minute.

Rick Pisano: Public comment.

Cynthia: Cynthia Gardner, 94 School Street. Commissioner Pisano, I have a request. Would it possible to postpone my public comment to the end of the meeting?

Rick Pisano: Don't see any reason why not.

Cynthia: Thank you.

Rick Pisano: Next item, review and approval of previous minutes. We have many copies of September. I've already gone over my copy, so I didn't have any problems with it.

Kevin Conley: Neither did I.

Rick Pisano: All right. Copy for you, Chief. There was possibility, where is my copy of October, come on. You also have a copy of October's? Okay. I have reviewed these and had no problem with them, do you?

Kevin Conley: I have no problem. Do we need to make a motion to accept the minutes?

Rick Pisano: Probably should. All right, well-

Kevin Conley: Let's start with September probably.

Rick Pisano: September. Move that we accept the September minutes as printed. Have a second?

Tom Hadley: Second. Hadley.

Rick Pisano: All in favor, Pisano.

Kevin Conley: Conley.

Tom Hadley: Hadley.

Rick Pisano: Passed. Minutes from October. I have previously looked at mine. Move that we accept them as printed. Do I have a second?

Tom Hadley: Second, Hadley.

Rick Pisano: All in favor, Pisano.

Kevin Conley: Conley.

Tom Hadley: Hadley.

Rick Pisano: We do not have yet the written copy of the August minutes, but I understand they are being done, so hopefully we will be able to have them next time. I want to express my appreciation to Amy Kates for providing us with a backup copy from her recordings that enabled us to get a transcript.

Next item. Chief's report.

Chief Olsen: Hi, this is Chief Olsen, Christopher Olsen, Cotuit Fire. Okay, we have in front of you I believe you did receive the, well, no activity sheets, but for a total of 33 rescue calls in the month of October and 19 fire instances, total of 52 calls. Beginning September, we were about 52 ahead and now we're pretty much even. September, October, November, so far of November, half of the month has been very quiet. We've been slowing down. In the summers we were doing 99 to 100 calls and now we're doing around 52 to 66 calls. It has quieted down. People have gone to Florida, unfortunately. I guess that's good, good for them.

Okay. Comstar report. Do you have any questions on activities? Questions-

Rick Pisano: Just give me a minute please.

Chief Olsen: Okay.

Rick Pisano: We're in a different format than, right.

Chief Olsen: I don't have your incidences. I didn't provide you with that, the activity sheet, for you on the monthly activities.

Rick Pisano: Right. Okay, well I understand what we have.

Chief Olsen: Okay. Comstar should be the one that says activity tracking report. The next one, okay, that's what we're going to be on. If you see there that it gives you basically the grand total so far and this is from 11/01/15 to 10/31/16. There seems to be a new person doing the Comstar billing for us because they gave us a ton of different reports. I picked out this one and then the second one I picked out was write-offs. I know you folks wanted to know about the write-offs. We had \$1,128.69 for write-offs from 13 all the way to 16 so it's not many write-offs. Right now the percentage collected has been 70.75% collected. Again, this is from 2015 to October 16 with a total of \$390,219.98 totally collected and that's with 327 transports from that period. We collected, that's what the total charges were, we collected \$141,471.90.

Kevin Conley: Awesome. Just need [inaudible 00:09:09]

Chief Olsen: Basically the month of-

Kevin Conley: Can I ask you a question there?

Chief Olsen: Sure.

Kevin Conley: We have total charges of 390.

Chief Olsen: Yes.

Kevin Conley: This is saying that's allowable of 199. We've only collected 141. Do we have 58,000 more coming in?

Chief Olsen: Yeah, I believe that's your 70.75%, so it's not 100% collected yet. That's why that 30% that we need to finish maybe that will add up to that 50 somewhat thousand you were talking about.

Kevin Conley: Okay.

Chief Olsen: It's funny because they gave us a summary, which they've never done before, so this is rather strange to me and this is what they gave us. It was a different person, so maybe the person that has been giving us the reports is on vacation or something but I'll give them a call and find out why they changed it up. I know in October, it says we've, just to go back to what we used to get, you can bring it out as 28 rescue runs, it's on the bottom of the page. \$33,666.89 was the total

charges. The allowable was \$19,386. We haven't collected anything for October as of right now.

Kevin Conley: Chief, follow up question there, on 2015 November, we were only at 69% collected.

Chief Olsen: Yes. 69.80%.

Kevin Conley: Right, say 70%, okay? What are we doing? Is there anything, and excuse my ignorance here, but is there anything being done about that 30%? That's \$5,000 as it would be in that case.

Chief Olsen: I don't know how they're collecting this data. I don't know if it's because the people haven't given them allotted amount of time, allotted amount of money or if it is we're not receiving the extras from them. I'm not sure how they're collecting. I think the best thing to do is get a Comstar representative here. I did not set this up with them. Our financial people actually get these reports. I don't know why I'm receiving them. That's something that, it goes directly to them. It doesn't go to our budget. I just give the report because we've always had it on the agenda. Maybe, I think, that's a question for Mr. Daley to answer.

That's more a financial, we don't use it in our budget is what I'm saying. I don't know why I've always reported. I think it was in the past when Chief Frazier used to get it from Comstar. They used to go into a revolving account or an enterprise account that we used to have here. That was prior to me being here and I believe that's why he was giving you the report. I would be glad to take this off of my agenda or your agenda and put it on to the Prudential committee because they are getting the reports as well. They're receiving them, they're knowing exactly what they receive, what they're putting in the district's bank account, I have no access to that.

Kevin Conley: Okay. Thank you.

Chief Olsen: Sorry.

Male: [inaudible 00:12:32]

Chief Olsen: It is. They were working on it today for you guys, right, they were working on it. That's why we've always reported it but we just reported the summaries to my board, so I don't know if it was just a heads-up to you folks and it's hard for me to answer questions because it's, the financial team does that, not the fire chief. I don't see any transitions, I don't see any transactions.

Male: [inaudible 00:13:03]

Chief Olsen: Exactly. That's the only think I know and I don't know how they do that and what, it was setup unfortunately prior to me being here.

Okay. Okay. For the budget, you have the appropriation sheet furnished from our wonderful financial team and this is the final for October that you see, 33% of our budget, and at the end, so far, we're 28% spent out of a 33% budget. There are some line items that I highlighted and I'll go over them. The second, it's on page 2, number 5130, where it says full-time injury for the salaries, that's the money that we're paying the overtime on for the injuries, the line of duty, and also the line of duty injuries, that has spent 238% because we only have 20,000 in that account, so it's gone beyond that obviously for 238%. We are receiving money back from that, but this is where it comes erroneous because we are getting money back but we're not seeing it.

We're getting 80% back, once again, it's something that really we're not seeing any benefits from that, that insurance. The financial team is, or actually the district is because it's going into the general budget from my understanding at least. That could offset that number quite a bit.

Okay, so the next item that we have is 5150 where it says salaries and other. We have 10,000. We have spent 6,500 roughly, so 66%. Those others is meetings, agendas, it's the catch all, if you will, that is not on our salary line items, like the meetings that we have, the drills that we have, all the drills actually come out of training. Again, Tony pulls this number and I know 5150 covers quite a bit from our salaries.

Rick Pisano: Chief, I have a question about that.

Chief Olsen: Yes.

Rick Pisano: I had reviewed the sheet for 11/10, so we're talking about just through the end of October.

Chief Olsen: This is correct. This is the end of October, this final ...

Rick Pisano: At that point, the end of October, the 66% jumps in the next week to 113% in November, in the first week of November. Do you have any idea what that is?

Chief Olsen: I will communicate with Toni to find out where they're taking that from.

Rick Pisano: Because I was going to ask you about 5150 anyhow because it was already at 113, looking back, that's quite a shift from, what's the final date on this, the 27th through the 10th.

Chief Olsen: Just stand by one second I'm just checking.

Rick Pisano: Did either of you get to look at the November 10th sheet?

Chief Olsen: Okay. 5150 comes out to other and administrative. I will have to check my warrants on that and I had nothing on that day. Let me just make sure, let me go down to the last one. We have \$2,251.94 spent on other. Let me just find out where that is coming from so I can at least give you a better understanding of where it's coming from. 51, other, okay. The others is like administrative, they come up with administrative and it comes under the open shift that we have. That's where that's coming out of because it's in other. It looks like a 24-hour overtime shift that this person has. We do not have a line item to take it out of in our warrants other than the other/administrative. That's where that money's coming from. When Lieutenant Sargent has been on line of duty as we know, he has to be filled according to the contract, and that's where that money is coming from, so you're going to see it every week. Someone's going to make the overtime to cover that shift and that's where the other's coming from.

Rick Pisano: The question I have is that at 10/27, the expenditure-to-date was \$6,639. On 11/10, the expenditure is \$11,300. We're spending just shy of \$5,000 in overtime-

Chief Olsen: A month.

Rick Pisano: This is-

Chief Olsen: A little less than a month.

Rick Pisano: This is ten days.

Chief Olsen: Two weeks, two weeks, right. 24-hour shifts.

Rick Pisano: Okay. Those are the only 2 items that-

Chief Olsen: It depends on who takes the shift on how much it's going to be.

Okay then, are you all set with that item?

Rick Pisano: I am, but I have another question in the report. We received the write-off report in here that includes information that should not have been printed up for this meeting. These are-

Chief Olsen: I would appreciate then, if that's the information, give it back to me and I will destroy it.

Rick Pisano: Very good. Can I have the copy please?

Chief Olsen: These, for your eyes only.

Rick Pisano: Right.

Chief Olsen: That's not inappropriate. There is nothing here that's inappropriate that is medical, but that's all right, I'll destroy it. All set?

Rick Pisano: Mm-hmm (affirmative).

Chief Olsen: 5245, repairs and maintenance to the grounds is another issue that we have here with 95% of the budget is spent. We have a budget of \$3,500 for the grounds. If you notice that is where the fence has been put in for our neighbors, next to our neighbors, as well as purchasing trees, we had taken down 4 trees. The pine trees were destroying the cars, or actually not destroying the cars, but putting sap all over the cars and we had asked our neighbors if we could take the trees down and they said yes, but we would have to plant trees and we did. That's where most of that money came from was the fence and the 4 cypress evergreens that we put up. Our neighbors are happy.

Okay, the other item is 5275, and that's 911 dispatch expense. We have a budget of \$37,500 and we spend 36 thousand, sorry, I don't have my glasses, 910 dollars and I think 7 cents. 98% of that budget's spent. Obviously that's what we owe.

Rick Pisano: Did they raise the rates?

Chief Olsen: I thought we were with them for 38,000, but, I mean 37,000 something, but I'm not sure, no. I thought we were in the range of 37,000. We were paying 47,000 when I went to them and we were going to go to the Sheriff's Department for 25,000 and we didn't do that so we communicated back to Chief Winn in COMM Fire and they brought it down to 37,000 from 47,000, so we thought we would stay with COMM Fire since we have the infrastructure in place. It was going to cost us roughly \$38,000 for the infrastructure to go to the Sheriff's Department at that time. Excuse me.

5316 is the next item on the budget. That's CMED fees. We have \$4,000 and we spent \$2,172 and that is a little higher than what we have since we had more calls. They go by per call, so that we have 45% spent on a 33% budget.

The next one is 5730. That's dues and membership. We spent \$34,000 and we should be complete. Excuse me, 30%, 34% and we should be complete as of right now.

On the last page, on page 3 for us, it's 5891 prior year encumbrances. We had \$14,617.60 and we've used all of that up, 100%. A grand total of 28% of the budget has been spent in a 33% budget time frame.

Page 5 is our appropriations, special capital expenditures. We should be closing out some of these accounts. We will be. I've talked to Mr. Daley about closing out some of these accounts and clean. We will probably reflect that at some point.

That is it for the appropriation sheet.

Stan: I'd like to ask a question.

Chief Olsen: Sure.

Stan: Stan Goldstein, Drury Lane. Chief, one of things I think on the 911 thing, you said that the sheriff would offer you \$25,000 a year and COMM came in at 37 and there was a conversion cost if you went to the sheriff for 37,000. That's \$12,000. If you went to the Sheriff's Department and you laid out \$37,000, you'd get to that breakeven point in 3 years. Then after that, it's a lot cheaper, no?

Chief Olsen: Totally agree. I was asked not to do that by the commissioners at that time, but I totally agree. That was my thought.

Stan: [inaudible 00:26:15]

Chief Olsen: I asked the Sheriff's Department since then and we're on a waiting list right now.

Stan: Okay.

Chief Olsen: Yeah. Thank you for the question.

Cynthia: I've got a question regarding-

Rick Pisano: Say your name for me.

Cynthia: Cynthia Gardner. I have a question regarding the CMED appropriation line. You said it was over because of increased calls, but earlier in the meeting you said we were on par with our total calls for the year. Could you clarify that for me please?

Chief Olsen: As you know, the year hasn't been over yet, so we still have a ways to go. I also said, if you were listening, that we had 52 calls above, so we were a lot more in the summer, so we're going to see a big flux in the summer. We're not going to see so much coming forward now.

Cynthia: How many calls have you had year-to-date?

Chief Olsen: Yeah. Let's see. Just connecting. Stand by. What I'm connecting to right now is, so what I'm connected to is ImageTrend Fire Bridge, that's what we have for an incident management system. We're going to go through this and we will give you a report on that. I'm looking up how many calls we've had. Let's go with this date, the 15th to the 15th.

Okay. To this date we have had, let me get to the right page. What date is that? As of 10/23, we've had 722 runs.

Cynthia: Was that number at the same time last year?

Chief Olsen: Stand by. Let's see. All right. Let's see. That's minus 15 and what did I say, 10/23 I think it was, 15, 745. Actually, that was more than that, less than that rather, that was as of 11/15 a month later.

Cynthia: So pretty ...

Chief Olsen: That was because of November, but let's go back to August and I beg to differ it would be 52 runs ahead because that's what it was.

Cynthia: 722 was as of October 15th and 745 was as of November-

Chief Olsen: Yes.

Cynthia: Okay.

Rick Pisano: We're going to end discussion on this topic now. You have anything else on budget?

Chief Olsen: I have nothing on the budget unless you have something on the budget.

Rick Pisano: We are going to have to start doing budget planning.

Chief Olsen: That's on the new agenda, on the new business. You have the fire chief search and then-

Rick Pisano: Right. In terms of the search, I have been in contact with 3 agencies that do search and met with or spoke with representatives of 2 of them, the 3rd did not respond to my query. The 2 firms, this is for you 2, bring you up to date, I met with Robert Craig of the Municipal Resources Group and I have materials and a bid from MMA Consulting who also conduct this kind of business. My inclination based on pricing and services provided is that the Municipal Resources Group is offering us potentially comprehensive search assistance package with basically a one year guarantee on the outcome if the candidate is hired on the basis of their involvement with us on the search. If that doesn't work out in the first year, they will repeat the search at no cost. That is not available from either of the other agencies that were considered, but it seems like a pretty compelling feature.

The involvement would include consultation with a citizen advisory committee. I've already taken it upon myself to invite former commissioner Brenda Nailor to be a citizen representative on that committee. My understanding is that Fran Parks has volunteered to be on the committee representing the, on the search committee, representing the Prudential committee.

I would be happy to share this information with both of you about cost and services, but I would like to tentatively proceed with this group because we're already well behind the timeline curve for how long a process takes. You're welcome to look at the materials. I can-

Kevin Conley: Can I ask you a question?

Rick Pisano: Sure.

Kevin Conley: Where are these firms located? Either one of them Massachusetts based companies?

Rick Pisano: Both of them, well, the Municipal Resources is out of New Hampshire but they provide, they have staffing in Massachusetts as well. They've got a pretty extensive list of districts including Barnstable.

Kevin Conley: MMA Consulting is out of where?

Rick Pisano: They are out of Plymouth.

Kevin Conley: Have we spoken to any references?

Rick Pisano: I have not contacted references beyond their listings of their current jobs. The Municipal Resources Group, I'm just looking at the list of where they're currently working on the cape. They've done both COMM and Barnstable and where is it ...

Kevin Conley: My suggestion would be if you had narrowed it down to one, then I'm pretty sure my perspective would be I'm fine with that, you've done the research, but I would ask that on that one that you've narrowed down to, that you contact a couple of the people they've claimed they've done business with and get their perspective on how their process was, what their feelings were. It's more of a process question in all honesty probably than an actual fire chief statement, because they probably won't give you that information, they're not going to say, "Yeah, we've got this guy and he's not what we expected." The fact of the matter is we could find out the process anyways. My suggestion.

Rick Pisano: Fine. If you're in agreement that I go forward with it, I will follow up on that this week and get that information. Do you have any questions about that?

Kevin Conley: No, I do not.

Rick Pisano: Do you know this group? Have you contacted them before?

Kevin Conley: No.

Rick Pisano: Okay. That's where we stand in the search process. As I mentioned, I have invited Brenda Nailor on to the advisory committee and she has indicated a willingness to do that.

We move to new business. First item of new business is personnel. I'm going to, did you have something?

Chief Olsen: No, I just didn't know if you wanted to ask me about personnel. I'm just holding the mic.

Rick Pisano: Okay. What do you have to tell me about personnel?

Chief Olsen: Chief Olsen. I just would actually like to ask the board to actually speak into the mic as well as announce their names because that's what administrative Dolly was asking from the transcript. They're getting all messed up with who's talking. Again, Christopher Olsen, Chief Olsen, for personnel, we do have the same person on line of duty. We did mention that last time. That was Lieutenant Sargent still on line of duty. He did go to his medical board. He's gone past that now and the medical board, I believe, made the decision to PERAC and that's where their PERAC, which is their retirement board, they're going to meet and decide from there. If they accept what the medical board says, a yes or a no.

I do know that this PERAC does have their meeting at their meeting at the end of every month and they may not have one at this month. I don't know where we stand there. We'll look in December, January maybe.

Rick Pisano: Is it possible they would have one at the end of December? With the holidays maybe-

Chief Olsen: With Christmas I don't know. I don't think so but I hope they do.

Rick Pisano: This could drag out till the end of January?

Chief Olsen: Yes. When I first, remember a couple of months ago, Chief Olsen again, my first comment to the board was when I had spoke to the retirement board about this whole situation, before Lieutenant Sargent went to the medical board, medical committee, was April they were telling us. April, if everything goes according to the order that they have. It's quite a long process unfortunately but that's what we have. That is it. That is it so far.

Rick Pisano: Right, in that same category as personnel, I am getting buried in paperwork with this search process at the same time as we're moving forward in the union negotiating. I would like to get some administrative assistance in this and I'm asking my fellow commissioners, this is Commissioner Pisano still talking. I'm asking my fellow commissioners to authorize for the next 3 months a day a week of administrative assistance for the commissioners for our work in this, both in terms of the contract negotiation and the search. We have available the option

of asking the Chief's administrative assistant to pick up an extra 5 hours a week. Is that a normal day for her?

- Chief Olsen: Yes. Chief Olsen, excuse me, Chief Olsen, administrative assistant is contracted Tuesday, Wednesday, and Friday, 15 hours, a total of \$16,000 and yes, and if you're requesting that, then that's up to you folks.
- Rick Pisano: I could use a substantial chunk of that for at least this next 2 months going into the budget preparation.
- Tom Hadley: Make the motion.
- Kevin Conley: Commissioner Conley. Tuesday, Wednesday, Friday, and what hours is she working now? Is it 20 hours?
- Chief Olsen: 9:30 to 3, I believe it is. 9:30 to 3, 2:30, 9:30 to 2:30.
- Kevin Conley: How many hours a week should I [crosstalk 00:42:14]
- Chief Olsen: 15, 15.
- Kevin Conley: 15 hours.
- Chief Olsen: Yeah.
- Kevin Conley: We'd increase her time to 20?
- Rick Pisano: Right. Okay.
- Kevin Conley: How would we, Commissioner Conley, how would that be, what fund would that come out of, how would that get paid?
- Chief Olsen: This is Chief Olsen. The appropriations sheet, I wasn't prepared, sorry, to answer this but in the, didn't know this was going on. On the appropriations sheet we have emergency monies that may be able to, I'll have to look at to be sure, but I believe that would maybe take care of that. If we go over the budget, we could use the appropriations sheet. My understanding of the budget, it's a line item budget for us only, at the end of the day, the last of the budget is the budget and if we go over it then we need to ask for forgiveness from the financial committee, but if we can stay within the budget and use possibly that emergency money that we have, I believe it's \$25,000. It might be less. I'm not sure. I haven't really looked at this. That would be my first thought at least.
- Rick Pisano: Right. My thought had been, Chief, when I looked over this budget sheet is that we've used next to nothing in the call lines so that we should certainly be able to cover a couple of months.

Chief Olsen: Okay.

Male: [inaudible 00:43:51]

Rick Pisano: All right. That's not a bad idea. I thought the assistant was already full-time.

Male: [inaudible 00:44:17]

Tom Hadley: I think we ought to stay within the fire department. A young lady who works for us is very cognizant on what goes on within our hierarchy. What little time this is going to add to our budget, I'm quite sure we can find a line item to take care of that.

Rick Pisano: Partly, I'm asking this because of the volume of paperwork that's fallen on me with these 3 things coming close conjunction and it would be a lot simpler for me to be able to work it through the house rather than run back and forth to the Water Department. I will contact them because if I hadn't known that there was a possibility that their person had available time. Let's see. This is mid-November and we have, the budget is got to be into to the, still Commissioner Pisano reacting, the budget has to be into the Prudential Committee by when?

Chief Olsen: Chief Olsen. By March meeting, the March meeting to the Prudential Committee, so we usually meet a week before the Financial Committee to for that, one of the purposes for that is the budget. By March and I figured if, I know we have it on the budget planning for FY2018 on the agenda for new business and I was hoping just to bring that up to you folks, that we need to get that rolling, maybe have a meeting or 2 about the budget.

Rick Pisano: All right, well, for the moment, I'm going to make a motion that we authorize the Chief's assistant, if she is interested, to pick up 5 hours a week for the next 12 weeks for our use in these 3 projects. We can review it on a month-by-month basis to see what kind of time, whether we need more or less or whatever.

Tom Hadley: This is Tom Hadley, I second the motion.

Rick Pisano: All in favor. Commissioner Pisano, aye.

Tom Hadley: Aye. Commissioner Hadley, aye.

Kevin Conley: Commissioner Conley, aye.

Rick Pisano: Okay. I don't have anything else for personnel. Either of you?

Kevin Conley: No.

Rick Pisano: Chief, apparatus.

Chief Olsen: Okay. There's a couple of things on apparatus, 265, the new 265 is in service, it does need to go to Minute Man for a drawer to extend outward, one of the side compartments, to allow our jaw to be mounted. We're going to be doing that soon. Engine 263 is in Minute Man right now. They're giving us a price on how much it's going to be for the repairs for the rust that 263 has. The old 265 is our 2nd due and it's in service and it's working fine as we speak, knock on wood. The appraisal, I have not done the appraisal as of yet. My reasoning for that is not to stall it but is to wait until we at least get back 263 because if something happens to it in the meantime, the appraisal's going to go south, if you will. I was waiting until we get 263 back. Before we do anything to 265, we will have an appraisal done, a professional appraisal done and find out how much it is.

We also have to talk about something on 265. We did mention in an article that we cannot, well, it said that we would either sell it outright or trade it in and get some money back. I would ask the board to look at that article, I have a copy of the article, I'm sure you folks do as well, and that maybe we could revisit a new article to amend that old article to maybe, maybe possibly put it in into the academy as a donation. As of right now, we cannot donate that until we amend that article if we do decide to do that. Just putting it out the commissioners.

Rick Pisano: Chief, Commissioner Pisano, it would be my recommendation that we not bother with the appraisal until such time as 263 is completely repaired, back in service full-time. We know that we've got 2 good running machines, then we can get the appraisal. When we see what the appraisal is, we determine the next step and if we have to modify the article, if that, based on the appraisal, if that seems like a reasonable thing to do, we can address it then.

Chief Olsen: Great. Thank you, sir.

Kevin Conley: Chief, Commissioner Conley, on the apparatus, extending a cabinet for the jaws, correct?

Chief Olsen: That's correct, sir.

Kevin Conley: Any other rework have to be done on that?

Chief Olsen: The irons need to be placed in the halogen, and the pick-head axe, that needs to be placed into the cab, we just didn't want to drill into the cab, so they're going to do those as well.

Kevin Conley: Okay, at the same time [crosstalk 00:50:27]

Chief Olsen: Yes, sir.

Kevin Conley: As far as equipment goes, we are waiting on hoses, I think, right? New hoses?

Chief Olsen: It's funny. They came in today actually. They're going to be putting them in. We have fire ops, I'm glad you said that, we have fire ops, it's what we call a burn day at the academy this Friday, so we're going to take our new engine down there and obviously you're always invited to do any of our training with us or come by and watch our training. It's going to be Friday, this Friday the 18th from 9 to 3. Love to have you stop by.

Kevin Conley: That's where?

Chief Olsen: At the Barnstable Fire Academy, Barnstable County Fire Academy. That's off of Academy Drive off of Mary Dunn Road in Barnstable Village.

Kevin Conley: Do we have a burn on Friday as well, Chief?

Chief Olsen: Yeah, that's it. Yup, that's it.

Kevin Conley: That's the burn?

Chief Olsen: Yup, that's the burn. Yup, that's the burn day. Yup.

Kevin Conley: Got you. When the hoses are done and what you described is done, everything on the truck will be brand new, good to go.

Chief Olsen: That is correct.

Kevin Conley: Commissioner Conley, thank you.

Chief Olsen: Thank you, sir.

Rick Pisano: Chief, one more thing. I meant to ask you. Commissioner Pisano. 263 is in for the estimate. Did they give us any idea ahead of time about timeline for how long it would take?

Chief Olsen: They didn't give us a time frame. They haven't even given us a quote yet and it's been there for 2 weeks. However, I do know that the gentleman was on vacation and I'm sure he's back by now. I know he went somewhere for 2 weeks, so he should be back last week, he should have been back, so I'm sure he's booked up right now but our vehicle, our apparatus is there and he knows about it and he's going to give us the quote first and from that point we'll decide what we want to do.

If we can do it all, great, if we can't, then we'll decide on what is the most appropriate attack for the truck and then we'll hopefully get that. I briefly went over it with him when I dropped it off and he said, "Chief, if it's the doors that are rusted and the frame underneath, that won't take much but a month, a month or 2 at the most." Hoping to get this back because I know we're paying

insurance on 3 apparatuses instead of 2, so that is going to hurt our budget there a little bit for that as well.

Rick Pisano: November. December. It could be late January before it was back and fully functional.

Chief Olsen: That is correct.

Rick Pisano: Okay. Budget planning for the coming year. We need to, as you said Chief, earlier, probably have a separate meeting just for that. I know we're coming up into a holiday season which makes scheduling difficult. Our next regular meeting is going to be December 13th. What would people's availability be to set a meeting now for strictly budget.

Chief Olsen: Chief Olsen. I am available when you folks are available.

Rick Pisano: Either of you fellow commissioners have particular time constraints in December?

Tom Hadley: I'm not back till the [inaudible 00:54:17]

Rick Pisano: Okay.

Tom Hadley: I would [inaudible 00:54:20]

Rick Pisano: What about December 6th?

Tom Hadley: Is that a Tuesday?

Rick Pisano: That's a Tuesday. If we met then we'd have at least some preliminary perspective before our next regularly scheduled meeting.

Kevin Conley: Checking.

Rick Pisano: Are you free then?

Kevin Conley: I do not know. Checking.

Chief Olsen: Chief Olsen. What time would that be, sir, on the 6th, if it's okay?

Rick Pisano: Right now, I could do from 5:00 on.

Chief Olsen: Great. I'm available.

Tom Hadley: On the 6th?

Rick Pisano: On the 6th, but we're waiting for ...

Kevin Conley: [inaudible 00:55:13] What time were you saying? I'm sorry?

Rick Pisano: This is Tuesday, December 6th.

Kevin Conley: What time were you talking about?

Rick Pisano: I could be available from 5 on.

Kevin Conley: Yeah, I'm good right now.

Rick Pisano: 5:00?

Tom Hadley: Right.

Chief Olsen: Okay. I'll put that on the agenda and put it forward and if it changes, just let me know so I can redo the agenda.

Rick Pisano: All right. As I believe I said, we're back to the 2nd Tuesday format for our regularly scheduled meetings, so that would be December 13th for our next regularly scheduled meeting. Okay. Ms. Gardner, you asked to have your public comment postponed till the end. Do you want to swing that in now?

Kevin Conley: What time's that meeting on the 13th?

Rick Pisano: On the 13th?

Cynthia: Cynthia Gardner.

Rick Pisano: Excuse me. It will be also be at 5:00.

Kevin Conley: Fine. Thank you.

Rick Pisano: Go ahead.

Cynthia: Cynthia Gardner. School Street, Cotuit. We've been here for about an hour and we had a meeting which I didn't learn anything that I didn't already know prior to coming. I would like it if maybe after the first of the year, if you guys could maybe attend a Fire Commissioners' meeting in another district to see how they are run and see how reports are given. Maybe a template could be setup for our new chief when he does start.

Male: Or she.

Cynthia: Or she. That would be nice. I have a concern. Commissioner Pisano, you asked about a big increase in the appropriations report from the end of October to the middle of November regarding overtime. The chief never mentioned during his

personnel report, not only do we have a fire fighter out on line of duty, but we also have a fire fighter out on personal sick time due to a prolonged illness, and that could be a reason for the increase in the overtime. It also would have been nice for him to maybe address that with you and for you to take that up and maybe do something for that fire fighter. I just feel that these meetings aren't very informative. Thank you.

Rick Pisano: If there's nothing else.

Amy: Could I also [inaudible 00:57:52]

Rick Pisano: Sure.

Amy: Amy Kates. We discussed the Citizen's Advisory Committee at this meeting or you mentioned asking former fire commissioner Brenda Nailor to join the committee. I recall discussing the fact that Citizen's Advisory Committee would be setup. I don't remember the nuts and bolts. I don't recall how you would solicit citizens. I don't recall if it was discussed how members of the community that might have some interest, how they would know that they could come forward. I don't recall if it was going to be posted in the newsletter, letting people know that might have an interest so that they could make their interest known. I don't recall that we discussed how many people would be on the committee, the makeup of the committee, how many would be citizens, how many would be elected officials or currently serving officials. I just wondered if you could fill in some of the flesh on the bones of how that Citizen's Advisory Committee would work in terms of numbers, in terms of finding people, when you plan to have that committee appointed and on-board. That would be my question. Thank you.

Rick Pisano: I will just make a brief response. The process is going to be shaped in part by the firm that we retain to assist us in this and their recommendations which I am still waiting to get because we have not formally contracted with either of them yet. When I know that, I will make that information available.

Move the meeting adjourn, since I was told there was somebody coming in at 6:30 ...

Tom Hadley: Second. Tom Hadley.

Rick Pisano: All in favor.

Kevin Conley: Commissioner Conley.

Tom Hadley: Commissioner Hadley.

Rick Pisano: Commissioner Pisano. Meeting's closed.

