

BURLINGTON FIRE COMMISSION
Minutes of the Meeting
July 28, 2020

Minutes of July 28, 2020 Meeting of the Burlington Fire Commission. The meeting of the Burlington Fire Commission convened at 08:30 hours via Zoom meeting with Commissioners Bond, Perkinson, Sheehey, and Hills. Chief Locke, DC Plante, DC Collette, and Administrative Assistant Meghan Sweeney were also present.

Welcome & Introductions

Welcome Stan Hills to the Burlington Fire Commission. Introductions made from commissioners and staff.

Public Comment

No members of public present.

Review and Accept Minutes from June Meeting

Movement to accept minutes as written by Commissioner Perkinson seconded by Commissioner Sheehey. With all who were present in favor the minutes were accepted.

Chief's Oral Report

Chief Locke updated via email prior to the meeting:

Fleet – We conducted a virtual final inspection of the new Ambulance 1 earlier this week and expect it to arrive in the next few weeks. Once it is here, the radios still need to be installed by Burlington Communications. The current Ambulance 1 will become Ambulance 4 in reserve status and we will sell the existing Ambulance 4. The FY 21 vehicle replacement plan includes the Fire Marshal's truck, the arson van and the Utility 1 plow truck. The new Fire Marshal's truck will be large enough to carry the items on the arson van, so that unit is being replaced with a small car that can be used by the Assistant Fire Marshal or someone needing it for school travel.

Personnel – We currently have four vacancies. In the last month we have had one member apply for a long term leave of absence, one member retire and one member resign. We are planning a recruit class to begin in early October and anticipate hiring five to six firefighters by then. We have a couple retirements looming.

Budget – We are closing out the FY 20 and beginning to spend the FY 21 budget. We anticipate this to be a very lean year and will proceed cautiously during the first two fiscal quarters. Ambulance revenues appear to be picking up, which is a positive sign for us.

Grant – The new Plymo-Vent exhaust system is scheduled to be installed in late August. This is another project that has been delayed due to the pandemic. We are excited to have this project completed.

3rd Ambulance – The Union and the City reached an agreement to push back the hiring of personnel to staff a third ambulance six months. The plan is to hire these additional personnel in March 2021 and have the additional ambulance in service around July 2021. This is a great compromise and the City appreciated the Unions willingness to postpone the hiring six months.

Paramedic Class – We believe we have found a funding source to cover the majority of the tuition cost for three members to attend the fall paramedic class at VTC. This has come together quickly and we have selected three students to attend. We are still working through the final details.

MIR System – We are in the process of switching service providers for our emergency recall notification system. Once this is finalized we will make sure the Fire Commissioners receive the update. Let me know if you have any questions and I look forward to talking next week.

Chief Locke additionally mentioned the goal for certified paramedics is 15 while we currently have 11 certified. The interview process was different this round as there was a short turnaround and the decision was based on seniority of those interested.

Additional clarification for the movement from the current MIR3 system to Active 911 program. Active 911 gives the shift commanders more information for the response to a fire, and the new system saves the department a significant amount of money.

Chief Locke reminded everyone of open meeting law requirements and guidelines.

Old Business/New Business

The vacancy created by Commissioner Sweeney has been posted and will remain open until August 19th at 4:30 pm.

Commissioner Bond will provide a copy of the ordinance describing the Fire Commission role to clarify the boundaries and guidelines to follow.

Discussion about the police staffing change and what type of calls the department respond to together.

There was a fire in July on Pearl Street that will be a significant dollar loss. The response from the department was quick and professional. The members did a great job.

Adjourn

With nothing further the meeting adjourned 08:53 by motion of Commissioner Bond and seconded by Commissioner Hills with all in favor.