

**RUMNEY FIRE DEPARTMENT  
COMMISSIONERS MEETING  
MINUTES  
April 13, 2015**

Commissioners: Terry French, Tim Lewis  
Chief David Coursey, Deputy Chief Jim McCart  
Firemen: Carl Spring, Nick Coursey, Evan Hacker  
Administrative Assistant: Joe Chivell  
Clerk: Diana Kindell

Terry French, Chairman, opened the meeting at 7:05 pm.

**Joe Chivell**, newly appointed Administrative Assistant, attended the meeting to introduce himself to the Commissioners and discuss his plans going forward with the department.

A lengthy discussion was held on the fire budget for the year and the possibility of increasing the permit fee paid by the state for writing burn permits. The Chief will check with Warden Steve Sherman regarding any possible increase.

The **minutes** of March 9, 2015 were approved as written.

**CIP:** The Chief reviewed the projects the Commissioners are working on for the CIP with the paving in front of the bays a priority. The utility truck will need to be housed in a heated building as water will be stored on it – whether a bay will be available here or in the W. Rumney station. An addition to the present station will be calculated for the CIP.

**SCBA:** Eleven (11) of the bottles went out last week for hydro testing and the remaining eleven (11) will be going this week. Joe suggested looking into a lease for the bottles and/or gear that will provide replacement units as the expiration age is reached. He will research this and see if and what is available.

The **state gas tax refund** status was inquired about and Joe will further check into the process and whether it is monthly, quarterly or yearly. Fuel taxes paid at the Yeaton pumps can be returned to the town. It was further noted the state bid fuel will not be discontinued, but pricing will be monitored. Access is available to the state pumps in several locations within the state.

**Purchase orders:** Joe explained he would like to institute the use of purchase orders for larger ticket items in order to track expenditures. The months prior to tax billings the cash flow becomes very tight. The town has not for over twenty years and does not want to borrow money in anticipation of taxes. Knowing all the departments purchasing needs at that time and setting priorities would help alleviate the problem.

**Russell School:** The Fire Dept., Emergency Management , EMS, Police Dept., and a State Police representative will be meeting with Mrs. Torsey, Principal, to discuss an evacuation plan from the building in case of a dire emergency (fire, terror threat, etc.). With Joe's background and involvement with such plans, he has resource knowledge he can share or attend the meeting.

**Training:** Carl Spring suggested the department consider purchasing helmet cams or Go Pro head lamps for training purposes. The helmet cam is an expensive item (\$250) but is a superior unit.

He would also like to seek membership in NFPA to access the valuable information they provide.

Another point of discussion was facial hair. No firefighter with facial hair should be allowed at a fire scene. The law states no one with facial hair will suit up to enter a burning structure.

Fall protection, a snap on harness, is available built in to fire gear and adds another \$100 - \$200 to the price of clothing. Nick stated this is mandatory at Level II not Level I.

**Policy:** Chief Coursey stated a new policy will be added to the SOP's – there will be no cell phones at a fire scene. This will be added immediately.

The meeting adjourned at 9:15 pm.

Respectfully submitted,

Diana Kindell  
Clerk