



## West Dover, Vermont Fire Department



### Officer's Meeting Minutes – July 24, 2023

#### **Attendance**

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|--|---|
| Rich Werner<br>Mike Aldrich<br>Mickey Kersten<br>Ben Joyce | Zack Benczkowski<br>Tim Dolan<br>Mike Hescock |
|--|---|

#### **Meeting called to order at 5:05pm**

#### **Review:**

- Notes from 07/13 meeting on weather related emergency response, VT state notes and FEMA fact sheet
  - Town heads met after the big storm
  - PD received a lot of calls for Wardsboro, offered to have Candace come in and help with calls if needed
  - Planning to do training for some new people on VT Alert system in case it is needed for future emergency events
  - Late summer/early fall planning to do a training about what to look for when going out to check roads during flooding instances
    - Bring shovel & rake for clearing culverts as needed
    - Will include Police Department
  - Looking into more signage & portable barricades for road closures
- Larry Finnegan will be attending the August 14, 2023 Officer's Meeting to discuss replacing Engine 2

#### **Qualified Drivers Board:** Tim to create a board in bays showing who is qualified to drive what vehicle.

- Tim will create an 11x17 pdf and send to Ben to print before the next meeting for review
- Organized by driver with checkbox for each apparatus
- Checkbox for CDL

#### **Pay and Membership Policy:** There is a clarification change in the policy regarding gear. Candace to make change and bring revised policy back to next Officer's Meeting for review and approval.

- Candace to provide to officer's ahead of the next meeting

#### **Training:**

- Review email from Bobby Maynard
  - VEFR (Vermont Emergency First Responder) is the class, not too difficult of certifications but the requirement is that there be an affiliation with a VT EMS service which we do not have

## 2. Track 10 Qualified Incident Commander

- HAZMAT Ops Refresher is a long class and holding some people up, would be more effective to schedule an in person class
  - Rich to call VT Fire Academy to schedule someone to teach the in person course
- ICS 200 is also a holdup for some people, but it can only be taken online

### **Upcoming Fire Drills:**

- Aug 2 – Snow Lake Lodge – Familiarization with building, searches, patient evac, improvised standpipe, flowing water out of ladder
- Aug 16 – Tentative – walkthrough of Lift Ops building and then can flow some water at Snow Lake
  - Zack to confirm with Mount Snow

### **Upcoming SAR Drills:**

- Aug 9 – Search & Carryout at Horace Hill

### **SAR Gloves**

- Get a variety of sizes and leave in the trailer
- Like the ones with non-slip grip and stretchy

### **ESO:**

- Should Officers have access to ESO to enter information immediately after incident?
  - No, continue filling out written reports and allow those who have been appropriately trained to enter it into the system
  - Would be good to see demonstration of what goes into it so those doing written reports can keep needed information in mind
- Candace and Sarah met on 07/11 to review inputting ESO reports

### **Gym Equipment:** Moving equipment to basement.

- Will need to consolidate equipment to fit smaller space in the basement
- Tim to create survey and have Candace send out to department so we can get info on what pieces of equipment are used the most
- Final layout plan to be completed by September 11

**Security Cameras:** New monitor has been installed and picking up 5 of the 10 cameras. Cameras are antiquated and we need to upgrade the system. Tim to provide proposal and a quote to Rich (in the \$700 to \$1,000 range).

- Will buy a single camera to start and make sure it works with our existing infrastructure before committing to entire system

**Tower:** Relocation and switching over of tower was delayed. Anticipated completed by end of June 2023.

- Still not completed and no estimate on time frame

### **New Radios:**

- Have 11 of them, Zack will get them programmed
- Will be programmed with specific unit ID which will be transmitted to Keene via their emergency button

### **SOG Updates:** Updated SOGs:

**SCBA** - Mickey Kersten – minor changes approved except for:

- SCBA fit test – Mickey to research options and bring back to future meeting
- Add respiratory fit test to training for once within each four (4) year span

**Mayday** - Mike Hescock

**PPE** – Zack created, officer's unanimously voted to adopt it

**Accountability** – Ben & Mike A created a new board for SAR accountability utilizing green tags

- Ben to look at Techtron for different options that may be available now before finalizing, including different color tags

**Compressor:** Rich Werner to email decision to SB chair regarding the disposal of the old equipment.

### **New Compressor**

- Bigger than spec'd, will not fit where proposed.
- Will put it in the basement
- Fill station would still be in usual location and compressor will automatically fill bottles, should not need to access the actual compressor on a usual basis
- Rich to ask Highway Dept to get the compressor into the basement for installation

**Pay Policy:** All officers to review current West Dover Policy on membership and pay and discuss updating in future meeting. Cross reference to job descriptions to assure they are in sync.

- Candace to send out before the next meeting

**Dry Hydrant:** potential to locate a dry hydrant in Tollgate Village. Mickey Kersten to determine what will be needed to install and the cost. Rich Werner to discuss with John Abel

- Parts are in, Rich needs to go to NH to pickup

**Mount Snow:** Discussion on who is permitted to clear alarms

- Invite Dan Toemke to future meeting to discuss who on Mount Snow's staff can call off
- Continue discussion based on MS's feedback

**Fireworks:** Mount Snow request for fireworks on Friday, September 1<sup>st</sup>

- Approved with following conditions:
  - Mount Snow needs to supply a fire watch during the event
  - Fire warden has ability to cancel up to noon the day of the event

### **Radio Numbers**

- New radio numbers will be assigned to all firefighters & SAR members via a random drawing at Sept 11 officer's meeting

**Handling Hybrid & Electric Vehicle Incidents Course:**

- Monday, Sept 11 @ 1800 at the Wilmington Firehouse
- Any firefighters that would like to attend should contact Mickey

**Need to order AAA batteries** - Rich

**Class A Uniforms**

- Association is discussing purchasing new Class A uniforms at upcoming meeting
- Officer's unanimously voted to support the proposal that Mickey will be presenting to the Association
- Fire Department officer's will be in charge of enforcing the wearing of complete uniform to WDFD events. If a member is missing pieces of uniform, it will be up to the ranking officer at the event to determine whether or not the member appropriately represents the WDFD well enough to attend

**Blueberry Parade**

- This Saturday, July 29
- Anyone who wants to participate be at fire station at 9am
- Zack & Tim to bring L1 to Cupola for Touch-A-Truck event following the parade

**Meeting schedule to adjourn at 21:15**