

**UNION CENTER FIRE COMPANY**  
**FIRE LINE OFFICERS MEETING**  
**June 5, 2011**

**PRESENT:** A. Silvestri, J. VanKuren, R. Serowik, W. Miga (moderator)

**NOT PRESENT:** M. Belensky, C. Hoyt, D. Hill

**CALLED TO ORDER:** 19:30 p.m.

**OFFICER REPORTS**

**CHIEF:**

- Gary is going to come and try to fix the 5-gas meter that is OSS from the squad tomorrow. It is still under warranty and if it can't be fixed it will be replaced. For combustible gas the red meter can be used in the meantime; it will just not give a reading for propane and natural gas.
- Michelle has not yet called Besty back about the school tour. I am trying to coordinate this with Mark B.'s work schedule. I called her last week but I will try to stop there tomorrow and talk to her. This tour will have to take place on a Wednesday.
- Steve at the church said that anytime will be good for a tour. I will set this up for a Saturday, possibly next Saturday if there is nothing going on at the church and Mark B. is not working.
- As everyone knows, the Knox box is in service. It is tied into the intrusion alarm system, so as soon as the Knox box is opened the alarm will go off.
- I have been in touch with Bob about ISO. I have all the sheets done for each rig that carries water.
- NIMS requests for transcripts will be sent out as soon as everybody fills out the paperwork. I will be bringing the paperwork to the meeting tomorrow night.
- BOGs are almost done; I have been working on these and I will be working with Mark and Chris regarding labeling and numbering to complete this so that it corresponds with the index sheet.
- The parade went well.
- The land deal is still being discussed. I have been in touch with the realtors and lawyers regarding this. We are trying to negotiate a lower price.
- We will have to have another EMS meeting to work on the details of the joint EMS/Fire team-building procedures.
- I will ask Mark B. for clarification regarding the text message that was sent saying "Pumper Tanker 53 is back at Station 1, in service for the most part".

**FIRST ASSISTANT CHIEF:** Not present.

**SECOND ASSISTANT CHIEF:** Not present.

**DAY CAPTAIN:**

- New members who are coming to training are doing well. We may have three new members being voted in tomorrow night.
- Pumper Tanker is back in service. I'm not sure what kind of water is inside, but we did a weekly check on the PT and made sure that everything was in place.

**NIGHT CAPTAIN:** Not present.

**FIRST LIEUTENANT:** Vacant

**SECOND LIEUTENANT:** Vacant

**EMS CAPTAIN:**

- We are trying to work out a schedule for CFR refresher at Union Center, but I have not gotten any scheduling information from anybody. We can start the course no sooner than 30 days after we send in the application to the state. State exam is in August and we could try to squeeze it in before then; the next test is not until November. (After a short discussion between John and Ray, they decided that Tuesdays and Thursdays would be good nights for this). I need to finalize this by Tuesday.
- I am going to be putting albuterol on EMS 53 and in the med bag on the Pumper Tanker after the meeting tomorrow night.
- For monthly training this month I would like to go over the EpiPen.
- I was wondering if we would like to host a chemical suicide training course here.

**ITEMS FOR ACTION**

Chief:

- BOGs for social networking, air monitoring and purchasing with ideas from Mark and Chris (if asked). (03/2011)
- Cover sheets for annual review of current policies. (04/2011)
- NIMS transcript for all members. (03/2011)
- Contact members who are Not In Good Standing and talk to them regarding their intentions every quarter. Needs to be done for this quarter. (05/2011)
- Set up definite dates for tours of school and church (06/2011).
- Send for transcripts of NIMS classes (06/2011).
- Set up EMS meeting to work out details of EMS/Fire procedures (06/2011).

First Assistant Chief:

- Send out letters (with help of Besty and Chris) to West Corners, Maine and West Endicott notifying them of run card changes. (05/2011)
- Deal with fuel issues. (05/2011)

Second Assistant Chief:

- Contact Capt. Battaglini to schedule bailout training for those who still need it. (03/2011)
- Work with chiefs and board to determine what type of training hours will count towards incentives. (03/2011)
- Rig-backing training once new BOG is received. (04/2011)

Day Captain:

- Work with Mark to establish new schedule/sheets for monthly rig checks. (03/2011)
- Change batteries in all garage openers at Station 2. (04/2011) Newer garage doors need a specific battery which hasn't been ordered yet (Mark B. is going to order these).

Night Captain:

- Get updated inventory on Web site and in all log books once received. (04/2011)
- Change batteries in all garage openers at Station 1. (04/2011)

Fire Police Capt.

- Update Utility inventory and return to Dennis. (04/2011)
- Create "rig-backing" BOG and send to chiefs for ideas. (04/2011)
- Work on in-house fire police training. (04/2011)

EMS Captain:

- Schedule CFR refresher course (06/2011).

Safety officer:

- Attend ISO training and report back. (04/2011)
- Meeting with Firehouse rep in June and report back. (04/2011)

**MEETING ADJOURNED AT:** 20:55 p.m.

Respectfully submitted by Karen S. Miga