

JACKMAN – MOOSE RIVER FIRE & RESCUE DEPARTMENT  
INTERLOCAL BOARD OF SELECTMEN MEETING **MINUTES** – September 24, 2018

SELECTMEN PRESENT:

Jackman Selectmen

Allan Duplessis

Benedict Cozzi

Jayme French

C. Charles Lumbert

Scott Smith

Moose River Selectmen

Wayne Lumbert

Harald Moore

James Smyth

OTHERS PRESENT:

Heidi Dionne, Jackman Administrative Secretary

William Jarvis, JMRF&RD Chief

- 1.) Meeting called to order by Heidi Dionne at **7:09 pm**.
- 2.) Nominations for Chairman of the Interlocal Board for the meeting:  
Nomination for **Jayme French** by **Scott Smith**  
Move that nominations cease by **Scott Smith** seconded by **Benedict Cozzi**  
Vote for nominations to cease. In favor **All** Opposed  Abstained   
Vote for **Jayme French** as chairman. In favor **All** Opposed  Abstained
- 3.) Review and accept the minutes from February 5, 2018.  
Any changes needed: **None**  
Motion to accept the minutes by **Alan Duplessis**, seconded by **Scott Smith**;  
Vote: In favor **All** Opposed  Abstained
- 4.) The one-year ambulance billing agreements with Medical Reimbursement Services (MRS) and Delta Ambulance both ended on August 31, 2018. Both agencies have continued to take care of the billings (and Delta is continuing to meet us in Caratunk for patient transfers), but new agreements need to be signed.  
In order to minimize future work, Chief Jarvis has asked both agencies to supply new one-year agreements with all of the same language and rates with the exception that there is new language that states that the agreements will be automatically renewed each year unless one party supplies the other party with written notice at least 60 days prior to the end of the annual agreement.  
The new agreement with MRS has the following language: "This agreement will be in effect for one year, and will be automatically renewed on an annual basis unless either party notifies the other party of the decision not to automatically renew at least 60 days prior to the annual date of renewal."  
The new agreement with Delta has the following language: "The term of this Agreement shall be for a period of one (1) year, beginning on September 1, 2018 and will renew annually, unless terminated earlier in accordance with the terms and conditions of this Agreement ("Term")." Further on in the agreement is language about termination of the agreement, and the 60-day notice can be found in that section.

**Alan Duplessis questioned where the Rescue Dept. stood as far as financially. Heidi reported that to date the department has collected \$38,708.85 in revenues (which includes \$9,177.94 in Interlocal payments) and expenses total \$32,580.60. Alan also wanted to know what there is for outstanding collections. Both Bill and Heidi said that MRS has a confusing reporting system. Bill said that he has a spread sheet going and will tweak it and present to the Boards.**

Motion by **Alan Duplessis** to accept new annual agreements with MRS and Delta with new language providing for automatic annual renewals; seconded by **Jayme French**; Vote: In favor **All** Opposed \_\_\_\_ Abstained \_\_\_\_

5.) It is becoming common practice for fire department and ambulance services to run background checks on applicants in an effort to ensure that the wrong people are not hired.

For the EMT class currently being taught locally, which is being taught as a college class through the state community college system, background checks are part of the approval process for taking the class. One local resident, who signed up for the EMT class, did not pass the background check. He was not allowed to take the class.

There are some new people to the community who are interested in joining the department; people whom none of us really know. Before we make a mistake and bring someone on to the department who should not be there, we probably should start doing background checks on applicants.

The updated language in the Interlocal Agreement for the fire protection division will be as follows, with the new added language underlined: "New firefighters must be accepted by a majority vote by secret ballot of the Department's firefighters at a regular or annual meeting; and following the successful completion of a background check, by a majority vote of the Boards of Selectmen of Jackman and Moose River."

The updated language in the Interlocal Agreement for the ambulance service division will be as follows, with the new added language underlined: "New ambulance service members must be accepted by a majority vote by secret ballot of the Department's ambulance service members at a regular or annual meeting; and following the successful completion of a background check, by a majority vote of the Boards of Selectmen of Jackman and Moose River."

Motion by **Benedict Cozzi** to update the language in the Interlocal Agreement to include a background check (through the Maine Municipal Association) as part of the hiring process for Department members; seconded by **Alan Duplessis**; Vote: In favor **All** Opposed \_\_\_\_ Abstained \_\_\_\_

6.) Currently the hiring process for both divisions of the department (ambulance service division and fire protection division) requires a favorable majority vote by current department members, a background check (assuming the language for such was approved in the previous section), and then approval by both Boards of Selectmen. Also, in the case of the fire protection division, applicants must pass the firefighter physical. Chief Jarvis is proposing that any current member of one division can become a member of the other division by a majority vote of the members of the division without a background check and approval by the selectmen, with the exception that a member of the ambulance service division being accepted in to the fire protection division would still have to pass the firefighter physical.

New language in the Interlocal Agreement for the fire protection division will be as follows:  
"Members of the Department's ambulance service division wishing to become members of the Department's fire protection division must be accepted by a majority vote by secret ballot of the Department's firefighters at a regular or annual meeting, and must pass the firefighter physical."

New language in the Interlocal Agreement for the ambulance service division will be as follows: "Members of the Department's fire protection division wishing to become members of the Department's ambulance service division must be accepted by a majority vote by secret ballot of the Department's ambulance service members at a regular or annual meeting."

Motion by **Scott Smith** to update the language in the Interlocal Agreement to streamline the process for members of one division of the Department to become members of the other division of the Department; seconded by **Alan Duplessis**; Vote: In favor **All** Opposed \_\_\_\_ Abstained \_\_\_\_

- 7.) FIRE DEPARTMENT BILLINGS – The last time that the billing rates were adjusted for the fire department was in 2009 when the minimum wage was increasing to \$7.50/hour. Based on the current annual changes in minimum wage, Chief Jarvis has proposed new rates for 2018, 2019 and 2020, as shown on the enclosed sheet.

Motion by **Scott Smith** to adjust the billing rates for the fire protection division for 2018, 2019 and 2020 as proposed; seconded by **Benedict Cozzi**; Vote: In favor **All** Opposed \_\_\_\_ Abstained \_\_\_\_

- 8.) NON-RESIDENT PROPERTY OWNERS – Over the last several years there have been multiple non-resident property owners, who are firefighters in other communities, who have requested to be a part of the fire protection division. The Interlocal Agreement requires a residency status, but this is causing us to miss out on utilizing people with a lot of training and experience.

The proposed language change in the Fire Protection Division section of the Interlocal Agreement, with the new language underlined, is as follows: "Membership in the Fire Protection Service Division is voluntary for those who desire to be firefighters or support personnel and is limited to residents of Jackman and Moose River and residents of participating towns as so indicated in the current Fire Protection District Agreement. Part-time residents who own property in Jackman or Moose River or any of the participating towns as so indicated in the current Fire Protection District Agreement, and who are fully trained as firefighters, are also eligible for membership."

The proposed language change in the Ambulance Service Division section of the Interlocal Agreement, with the new language underlined, is as follows: "Membership in the Ambulance Service Division is voluntary for those adults who desire to be members of the ambulance service, and is limited to residents of Jackman and Moose River and residents of participating towns as so indicated in the current EMS District Agreement. Part-time residents who own property in Jackman or Moose River or any of the participating towns as so indicated in the current EMS District Agreement, and who are fully trained as EMTs, are also eligible for membership."

**Board requested that a letter from their current residency department be presented to make sure that they are in "good standing" with that department.**

Motion by **Scott Smith** to update the language in the Interlocal Agreement to allow for certain non-residents, with full training, to become members of the Department; seconded by **Alan Duplessis**; Vote: In favor **All** Opposed \_\_\_\_\_ Abstained \_\_\_\_\_

9.) Other Items (if any) – **Ben brought up his concern over the lack of 911 addresses on some of the lots at Allen's Four Season's and other locations in town. He is concerned that Fire or Ambulance personnel will not be able to locate someone when called. Bill said that the town needs to have an Ordinance that requires all properties to be E911 numbered in order to require numbering.**

10.) Motion to adjourn at **7:58** pm by **Scott Smith**; seconded by **Jayme French**; vote: **All**

**Respectfully Submitted,**

*Heidi Dionne*

**Heidi Dionne**  
**Secretary**

Approved: 1/30/2019