

**Town of Newbury  
Board of Fire Engineers Meeting  
April 21, 2015**

**(The following minutes were voted and accepted at the May 18, 2015 meeting)**

The monthly meeting of the Town of Newbury Board of Fire Engineers was called to order by Chief Nathan Walker at 19:10 hours at the Byfield Station with the following members present: Nathan Walker, Douglas Janvrin, Jr., Justin Webb, Terrance Martin, Robert Dash, Wallace Ziehler, and Timothy Wareham.

**Motion made by Nathan Walker and 2nd by Justin Webb to accept the minutes from March 16, 2015 as read. Motion passed unanimously.**

**Motion made by Nathan Walker and 2nd by Justin Webb to move to old business. Motion passed unanimously.**

Deputy Police Chief John Lucey was present and discussed the upcoming dispatch fire module with the Board.

**After a brief discussion, motion made by Nathan Walker and 2nd by Timothy Wareham to implement the dispatch module and the new SOGs on May 01, 2015. Motion passed unanimously.**

T.A. Tracy Blais and Town Accountant Eileen DeVeau were present and explained the budget process to the Board.

**Motion made by Robert Dash and 2nd by Justin Webb to recommend the proposed budget to the Town for acceptance. Motion passed unanimously.**

Job descriptions were discussed.

There will be a combined drill on Monday night at 7:00 pm at the Newbury Station. Implementing a training schedule was discussed. Captain Martin states that Byfield Auto has vehicles available for extrication training. Chief Walker states that EVOC training will be on May 29th and 30th at the Newbury Station.

The importance of a good scene size-up was discussed.

Chief Walker will resend the dispatch module and the SOGs tomorrow via email.

Fee structures for permits were discussed.

Deputy Janvrin will be working on the ambulance licensing. Lts. Beaulieu and Grant will be working on fire prevention.

New corrective action policies and documentation was discussed.

Chief Walker states that a meeting was held with Sgt. Bossi from the State Fire Marshall's Office which went very well.

Chief Walker spoke about the capital asset reports.

Chief Walker states that he recently attended a legislative breakfast.

The possibility of using donation funds from the late Bill Page for pump training was discussed.

Chief Walker requests that any incident reports from officers be in an email format.

Deputy Janvrin states that the recent personnel issue that was discussed at the last meeting has been dealt with.

Chief Walker states that he spoke with Andy Reagan regarding forest fire training.

Deputy Janvrin states that he and Todd Williams from TCS Communications worked on the tones last week and now they are the same in both fire stations and in Newbury Dispatch. A new warble has been added to the end of the combined tone.

Sandy McDonald was present and stated that there is a bad ground fault on one of the circuits in the Protection 2 area.

The air bottle testing has been completed.

The proposed new stadium at Triton was discussed. The Board is requesting two (2) ways in and out, soft curbs and a new masterbox on the proposed new building with it's own box number.

The responsibilities of the members of the Board of Fire Engineers was discussed.

**Motion made by Nathan Walker and 2nd by Wallace Ziehler for the Board of Fire Engineers to support the proposed public safety building. Motion passed unanimously.**

Chief Walker states that the recent lock-down drill at Triton went well.

Deputy Janvrin states that the Town Library fire alarm system is being serviced. The Deputy has requested a new key for the front door for the Knox Box as the existing key does not work. Building Inspector Joslin will be supplying the key.

Chief Walker states that the debriefing on the High Road fire went well.

Chief Walker states that the company elections for Lieutenants are coming up. The Chief discussed possible testing for Lieutenant positions in the future.

Deputy Ziehler gave an update on the new tanker and engine.

Chief Walker states that he attended the last Selectmen's meeting and gave an update on the Beachcoma entertainment license request for Sundays.

Chief Walker states that he is working with the full-time personnel to complete the fuel tank inspections for this year.

Chief Walker states that the Board of Selectmen have appointed the current members of the Board of Fire Engineers to another term and are accepting applications for the seat vacated by recently retired Chief William Pearson.

Chief Walker states that he will inquire with surrounding towns as to what they are paying for call wages.

Chief Walker states that the Town may take over financial responsibility for Firehouse Software. Tablets tied into Firehouse for the apparatus was discussed.

Chief Walker states that he has looked at the accountability system currently used by Newburyport Fire and has pricing.

**Motion made by Terrence Martin and 2nd by Wallace Ziehler to appropriate \$400.00 for Chief Walker to join FCAM. Motion passed unanimously.**

**Motion made by Nathan Walker and 2nd by Wallace Ziehler to adjourn at 22:42 hours. Motion passed unanimously. Meeting adjourned.**

Respectfully submitted,

Douglas Janvrin, Jr.  
Clerk  
Board of Fire Engineers