DRAFT

Middleborough Board of Selectmen **June 20, 2011**
Meeting Minutes

Chairman opened meeting at 7 PM by inviting those in attendance to join in the Pledge of Allegiance.

In attendance were: Selectmen A. Rullo, S. McKinnon, S. Spataro, A. Frawley, & B. Quelle, Town Manager C. Cristello and Confidential Secretary J. Shanley.

UNANTICIPATED
Mark Belanger announced that he will be playing at the Flat Iron Café this Saturday night.

ANNOUNCEMENTS
Massasoit Community College will hold an Open House on June 22nd and August 10th from 12 Noon until 7 PM.

DPW will begin its resurfacing project on Monday, June 27th of the following streets: North Main Street from Jackson Street to East Main, then East Main St as far as Coombs Street. Other streets for this process are scheduled: Tuesday 6/28 and Wednesday 6/29 will be Rice St and Pearl St from Pierce St to Oak St.

Selectman Spataro offered thanks to folks who put on recent Job Fair. Upon motion by Selectman Spataro and seconded by Selectman Frawley, Board voted to send letter of thanks. Four in favor. Chairman abstained.

Selectman Quelle recognized the Middleborough Sportsman's Club for allowing the Middleborough Police to utilize its firing range, at no cost to the Town, for its annual firearms qualifications.

MINUTES
Upon motion by Selectman McKinnon and seconded by Selectman Spataro, Board voted to approve meeting minutes of 5/31/11. Four in favor. Chairman abstained.

Upon motion by Selectman Spataro and seconded by Selectman Frawley, Board voted to approve meeting minutes of 6/6/11. Four in favor. Chairman abstained.

Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted to approve 6/8/11 meeting minutes. Four in favor. Chairman abstained.

Upon motion by Selectman Spataro and seconded by Selectman Frawley, Board voted to approve 6/13/11 meeting minutes. Three in favor. Chairman and Selectman McKinnon abstained.

Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted to approve 5/31/11Executive Session meeting minutes. Four in favor. Chairman abstained.

Upon motion by Selectman Spataro and seconded by Selectman Frawley, Board voted to approve 6/13/11Executive Session meeting minutes. Four in favor. Chairman and Selectman McKinnon abstained.

NEW BUSINESS

Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted to re-appoint Carolyn Gravelin and to appoint Allison Ferreira, as the Town's representatives, to the Commission on Disability, each for a 3 year term expiring on 6/30/14. Four in favor. Chairman abstained.

Upon motion by Selectman Frawley and seconded by Selectman Spataro, Board voted to approve request for Nemasket River Productions to place a Playbill sign on the Town Hall lawn from 7/1 through 7/29/11.

Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted to approve Fourth of July parade to be held on 7/4/11. Four in favor. Chairman abstained.

Upon motion by Selectman Spataro and seconded by Selectman Frawley, Board voted to sign Restrictive Covenant Release for 51 Meadowbrooke Lane. Four in favor. Chairman abstained.

HEARINGS, MEETINGS & LICENSES

Hillcrest MHC LLC (the "Park")

Attorney Kraus addressed Board regarding Hillcrest MHC LLC (the "Park") / Water Meter Issue. He announced that he will address the issue, as a Capital expense, when they come before the Board in the near future to present their application for rent adjustment. Fire Chief spoke and noted that there had been a public safety issue with the water meter. The meter he is proposing would be sufficient. Selectman Quelle asked if this is the first time this has come up. Attorney Kraus responded that this is first time he was hearing about a public safety concern. His client has indicated that they should have an application into the office for rent control within the next ten days. Fire Chief added more of the history. Chairman asked if the meter has been installed yet. Attorney Kraus responded it has not as it is a capital expense, it's on their private property, and they are trying to address it. Chairman asked Chief if it is an ongoing safety issue or if we can work around it. Chief responded that we are working around it, as luckily, they knew about it ahead of time. He added that if there is a fire hydrant in there that is insufficient, you are giving folks in there a false sense of safety. Selectman Frawley noted that Attorney Kraus had mentioned several times having had spoken with Richard Tinkham in the past, however, he has been retired for some time now. Attorney Kraus acknowledged that he was aware of that and noted that he has also spoken with DPW Water Department Superintendent J. Silva. Selectman Frawley noted that the Board has in writing that it's been brought to Attorney Kraus' attention multiple times over several years. Attorney

Kraus indicated that he will contact the Fire Chief again and have an application in within 10 days. Selectman Spataro asked what Attorney Kraus would consider an operating expense as compared to a capital expense. Attorney Kraus responded anything in the nature of equipment is a capital expense. Chairman added that the Board will determine if it is a capital expense. Brian Giovanonni suggested that if Attorney Kraus feels it may be a hydrant outside of the Park that may be the cause of the problem, the Town Water Commissioners need to know about it immediately. Judy Bigelow Costa wondering what type of fire insurance private properties are paying that have all these units around it. Selectman McKinnon noted that Hillcrest/Attorney Kraus has known for four years that the meter is not operational/effective and questioned the amount of time it has/will take them to submit their application for rent adjustment in order that this matter may be addressed. Attorney Kraus noted that he disagreed with his characterization. Chief noted that there is one working hydrant in the park and depends on if we can get two working engines there. He suggested they put "hydrant out of order" sign so that it is not falsely expected that it can be used in emergency. Attorney Kraus will call Chief tomorrow.

Underground Storage of Flammables, Miller Street
Chairman opened hearing at 7:27 PM by reading aloud public hearing notice. Stantec representative addressed Board. Chairman asked to hear any comments from the Board, the audience, or from abutters. Hearing none, Chairman declared hearing closed. Upon motion by Selectman McKinnon and seconded by Selectman Frawley, Board voted to approve license. Four in favor. Chairman abstained.

Fire Chief's Presentation re Fire Ambulance Service - SAFER Grant
Chairman thanked Fire Chief Lance Benjamino for his efforts and work in obtaining the SAFER grant. Chairman explained they would begin with the Chief's presentation followed by rotation of questions/comments by various Committees, the Board of Selectmen, and the public. Board will then take matter under advisement. Fire Chief began by thanking the Board for the opportunity to give his presentation. Chief gave presentation as presented on the attached. Questions were presented by members of the Finance Committee, the EMS Committee, the Board of Selectmen, and the public. Selectman Frawley thanked Chief and noted that he should be commended for the work he has done, no matter how the matter turns out. Selectman Frawley presented Chief with questions. Town Manager offered comments. Various residents encouraged the Board to accept the grant. Some residents encouraged the Board not to accept the grant. Fire Chief George Rogers of Bridgewater congratulated the Fire Chief noting that this grant is very competitive and that they are all trying to get this grant. He noted that his community has managed this type of ambulance service like a business and it has proven successful. Town Manager offered that he and the Chief called in Comstar billing company. They confirmed that the numbers we were looking at were achievable and were numbers AMR is collecting and billing currently. He offered Mr. Belanger or anyone a handout with this information, which also includes Rick Martin's contact information. Town Manager noted that he is willing to meet with anyone who wants to

discuss it. Chairman thanked Fire Chief for the wonderful accomplishment in getting this grant. He noted that the Board will take due care and discuss and render a decision. Chairman thanked everyone, noting that their participation was important. Fire Chief thanked everyone and noted he respects the questions by the Committees and others. He thanked everyone for listening. Selectman Frawley advised that anyone who has questions may email them to the Selectmen and he noted that the Finance Committee would be meeting Tuesday night and the EMS Committee on Wednesday night to discuss this further.

TOWN MANAGER'S REPORT

So. Middleborough land exchange/White McGill Realty

Upon motion by Selectman McKinnon and seconded by Selectman Frawley, Board voted to authorize Town Counsel to sign the Land Court complaint on behalf of the Town and to participate in the case keeping in mind that White McGill's attorneys would have the primary responsibility for the case. Four in favor. Chairman abstained.

Upon motion by Selectman McKinnon and seconded by Selectman Frawley, Board voted to authorize a further extension until mid-2012. Four in favor. Chairman abstained.

Surplus Property

Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted to declare 28 12" metal and 6 particle board lockers as surplus as requested by the Police department. Four in favor. Chairman abstained.

CORRESPONDENCE

None.

Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted to adjourn meeting at 11:27 PM. Four in favor. Chairman abstained.

Jackie Shanley, Confidential Secretary
BOARD OF SELECTMEN

Middleborough Fire Department

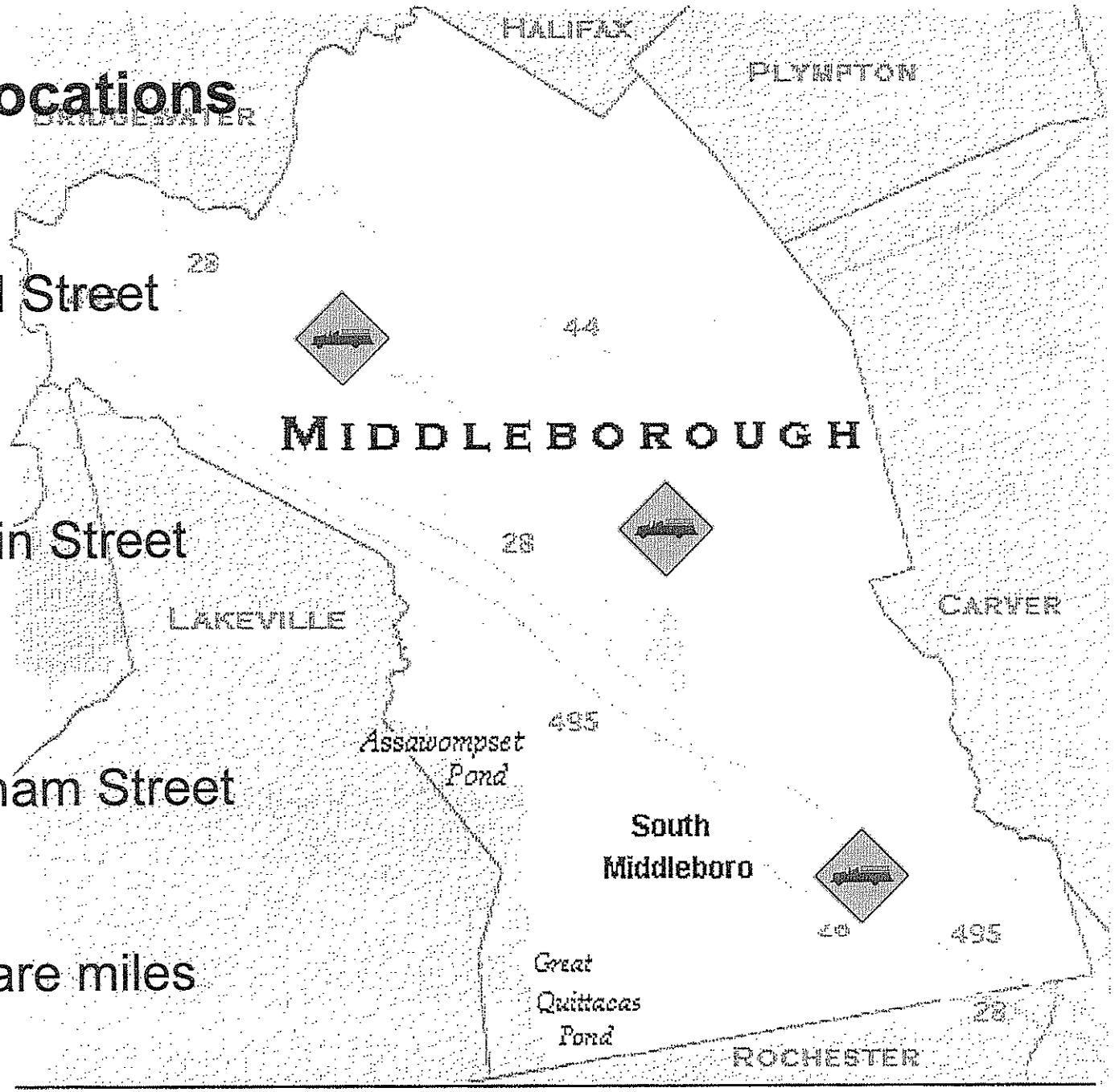
Station locations

North
58 Bedford Street

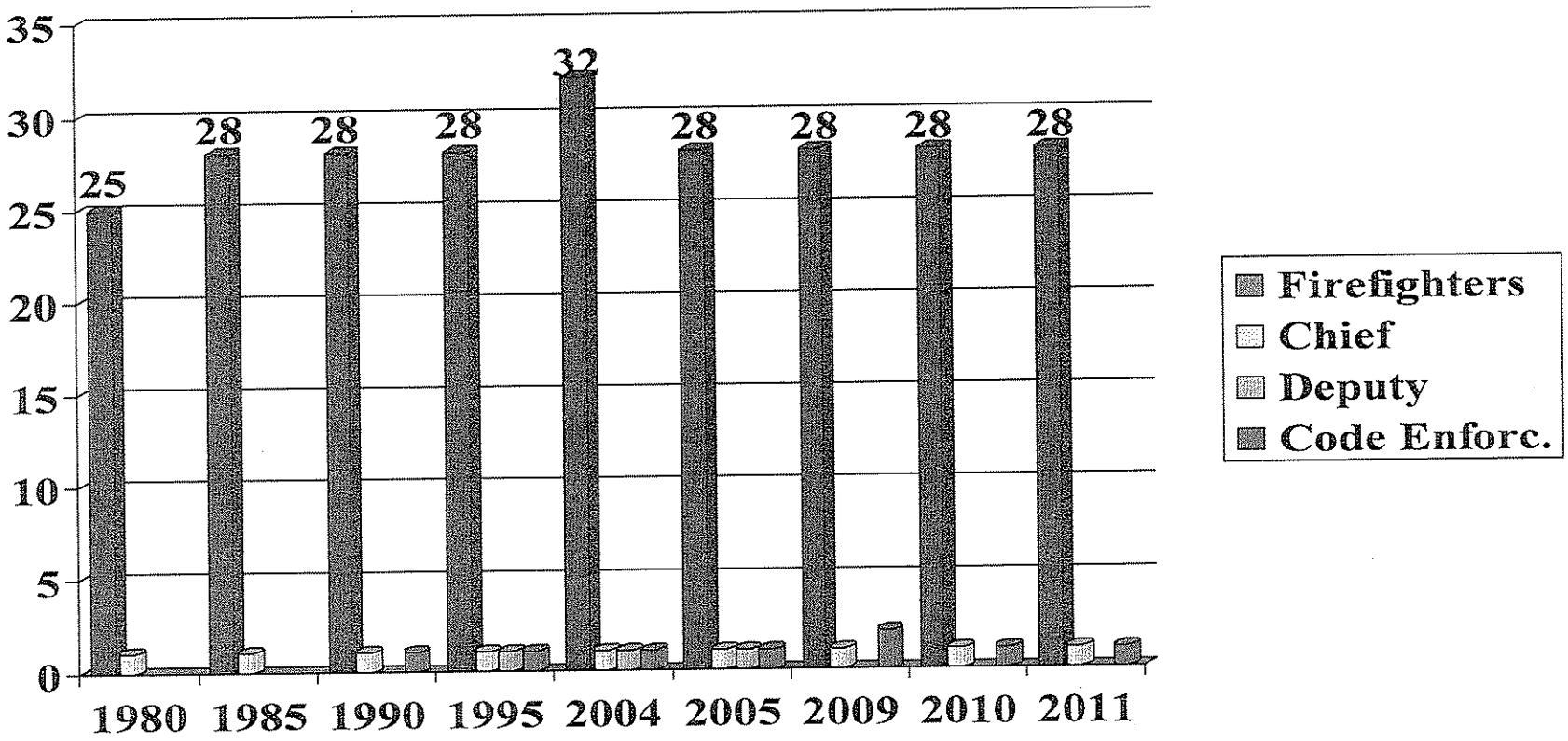
Central
125 N. Main Street

South
566 Wareham Street

72 square miles

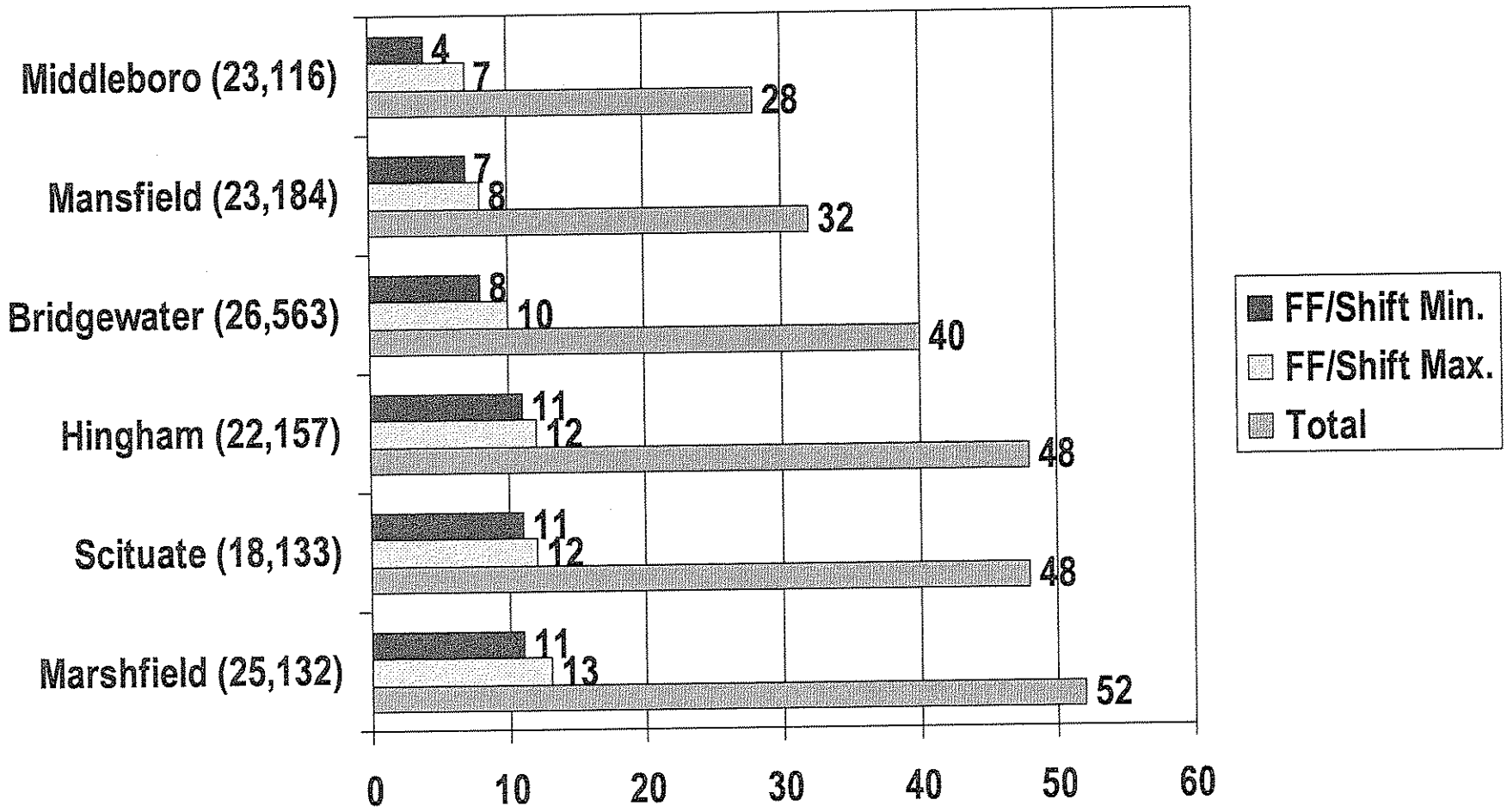


Middleborough Fire Staffing



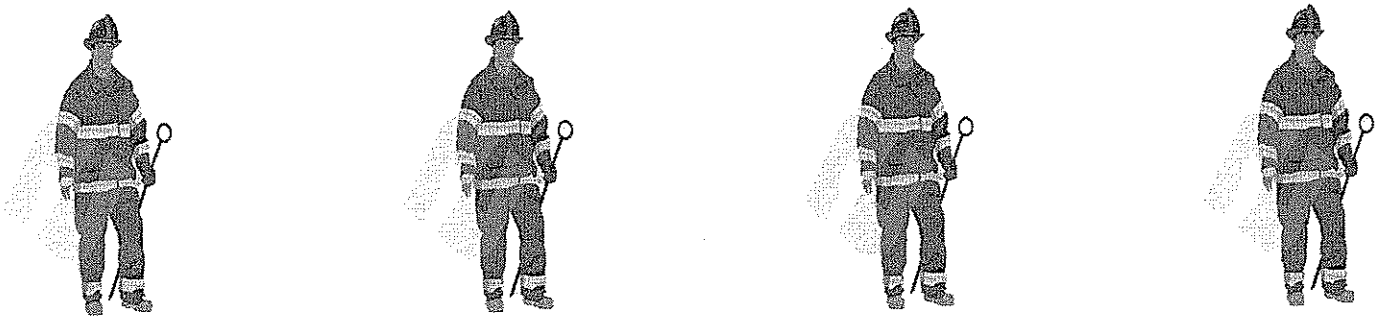
Same firefighter staffing as <u>1985</u>

How does our staffing compare?



Middleborough Fire
current station staffing

Staffing Level	*Central*	*South*	*North*
7 Firefighters	5	2	Closed
6 Firefighters	4	2	Closed
5 Firefighters	5	Closed	Closed
4 Firefighters	4	Closed	Closed



Assignments of personnel

Central	South	North

7 Firefighters

5 = **1** Dispatch **1** Shift Commander (Car) **1** Lieutenant **1** Firefighters on an **Engine** **1** Firefighter for 2nd Engine/**Tower** Tanker/Forestry/Boat	**2** = **Engine**/Forestry Boat/Rescue	**Closed**

6 Firefighters

4 = **1** Dispatch **1** Shift Commander (Car) **1** Lieutenant **1** Firefighter on the **Engine** Tower/Tanker/Rescue/Boat	**2** = **Engine**/Forestry Boat/Rescue	**Closed**

Assignments of personnel

Central	South	North

5 Firefighters

5 = **1** Dispatch **1** Shift Commander **1** Lieutenant **1** Firefighter on an **Engine** **1** Firefighter on the 2nd Engine/**Tower**/Tanker/Rescue/Boat	**Closed**	**Closed**

4 Firefighters

4 = **1** Dispatch **1** Shift Commander **1** Lieutenant **1** Firefighter on an **Engine**	**Closed**	**Closed**

*****Staffed at 4 nearly 60% of the time*****

What is an Engine Company?

ENGINE COMPANY: The **basic unit** of a fire department
(better known as a "triple combination pumper" –carries water, hose and pump)
Responsible for the following tasks:

- Drive and Operate Engine and **Pump**
- Establish a **Water Supply**
- **Search and Rescue**
- Advance hose lines
- **Locate, Confine, Extinguish Fire**
- Advance back up hose lines
- Protect Exposures
- Use of Master Streams(Heavy Appliances)
- Tactical use of protective systems (Standpipes, **Sprinklers**)
- Property Conservation
- Overhaul (making sure the entire fire is out)

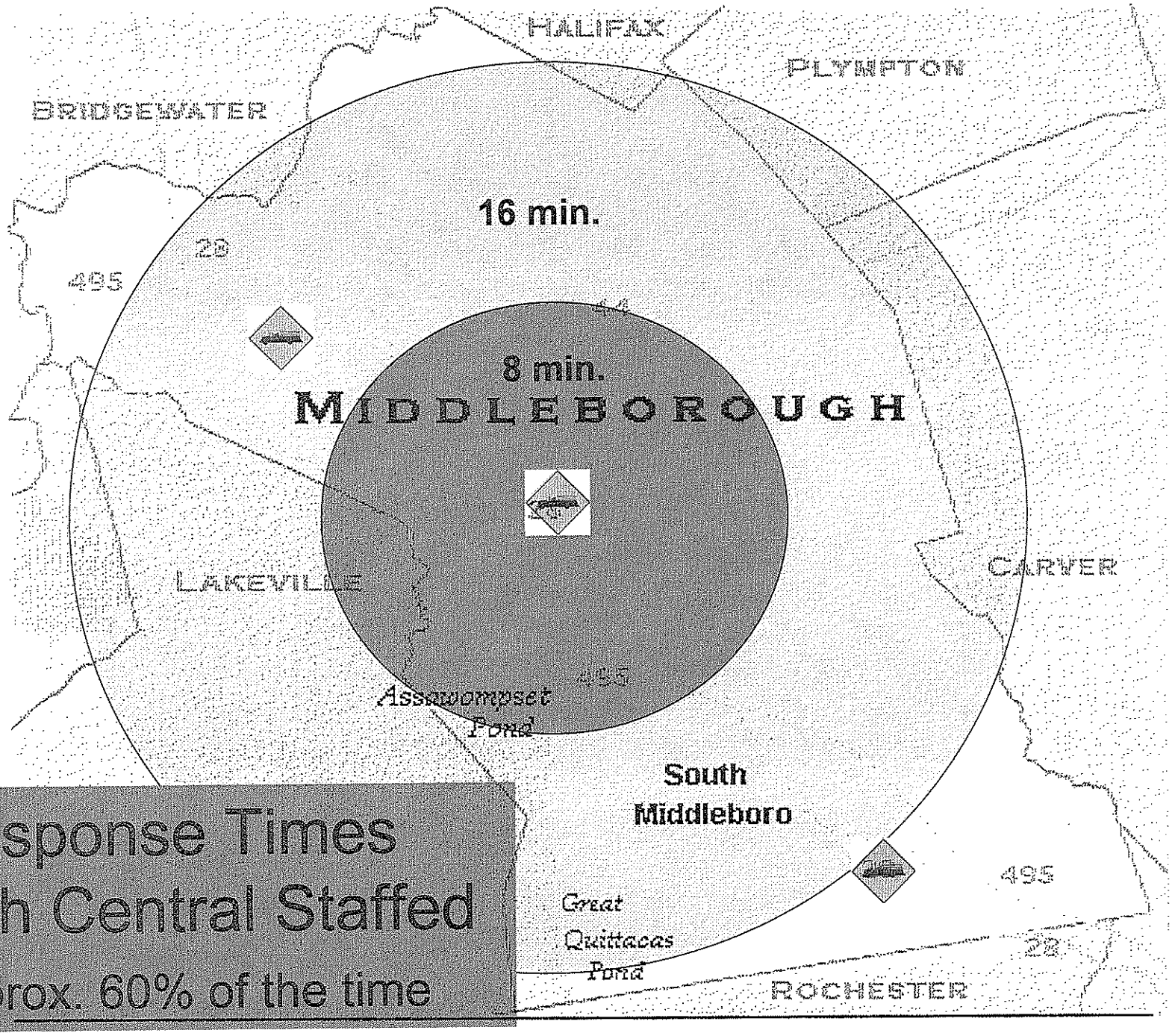
Due to the current staffing levels of the Middleborough Fire Department we operate on a regular basis with 2 firefighters on a single Engine Company from one station to cover 72 square miles.

What is a Ladder Company?

LADDER COMPANY: Sometimes referred to as "truck", "hook and ladder", "aerial ladder", "elevating platform", "snorkel", or "**tower ladder**"
Responsible for the following tasks:

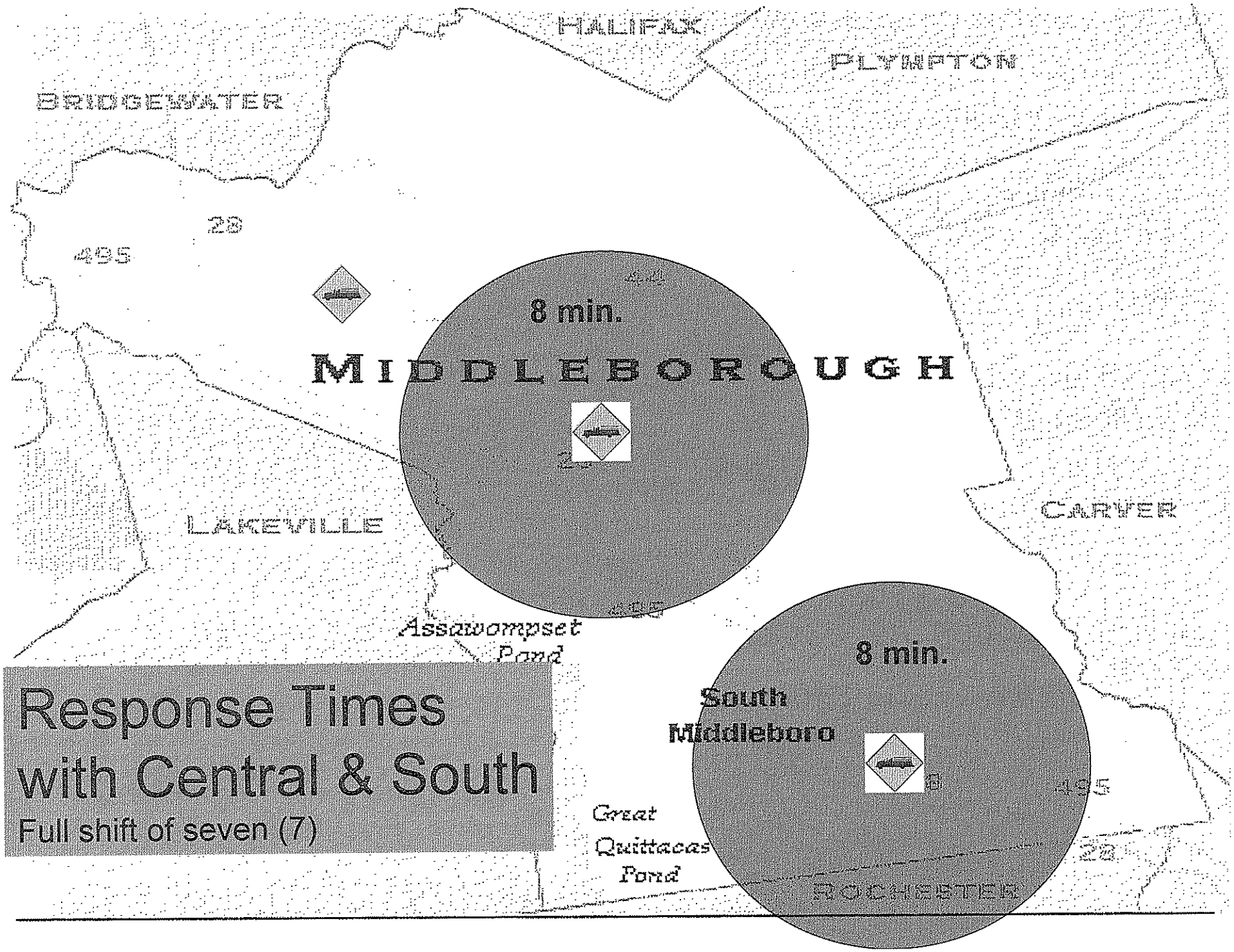
- Drive and Operate **Aerial device**
- **Laddering** (aerial and ground ladders)
- **Search and Rescue**
- Forcible Entry
- **Ventilation**
- Utilities control
- Salvage
- Overhaul
- Use of **Master streams** (Heavy Appliances)
- Tactical use of protective systems (Standpipes, **Sprinklers**)
- Property Conservation

Due to the current staffing levels of the Middleborough Fire Department we operate on a regular basis with 0 (wait for called back firefighters) or 1 firefighter (with a full shift of 7) on the Tower Ladder Company from one station to cover 72 square miles.



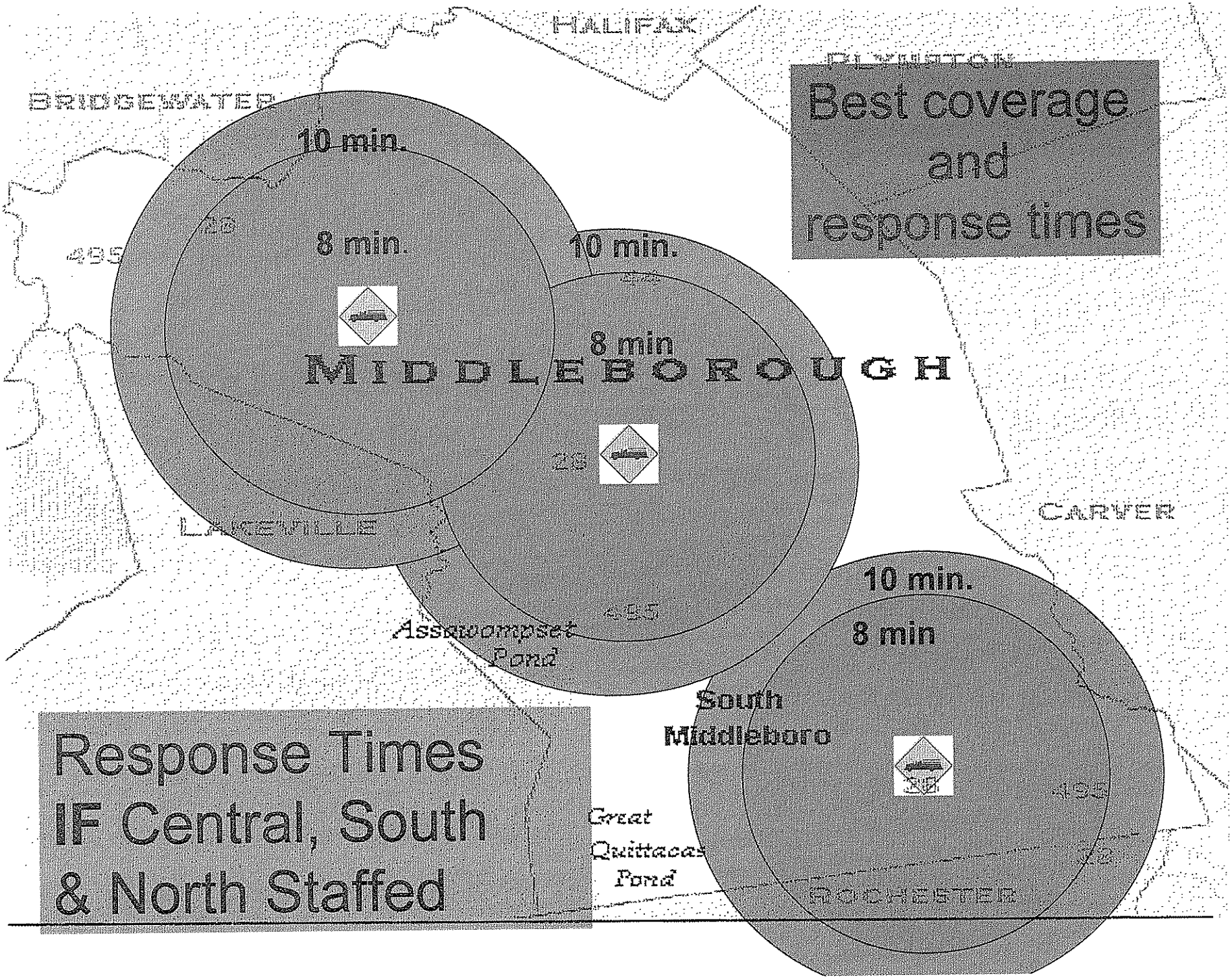
Response Times with Central Staffed

Approx. 60% of the time



Response Times with Central & South

Full shift of seven (7)


Best coverage and response times
HALIFAX
PLYMPTON
BRIDGEWATER
10 min.
8 min.
10 min.
8 min
MIDDLEBOROUGH
LAKEVILLE
CARVER
Assawompset Pond
10 min.
8 min
South Middleboro
Great Quittacas Pond
ROCHESTER
Response Times IF Central, South & North Staffed

What are the standards?

Fire

The National Fire Protection Agency (NFPA) (NFPA 1710 5.2.3.1.1). **Engine Companies** shall be staffed with a minimum of **4** firefighters. **5** firefighters on an Engine Company were **100%** effective in firefighting and rescue operations. At **4** firefighters an engine company is **84.7%** effective.

The same holds true for a Ladder Company as for the Engine Company, it is **100%** effective with **5** firefighters.

The National Fire Protection Agency (NFPA) (1710) suggests a **6 minute** response time for EMS/Rescue calls and **8 minute** 1st alarm response (15 ffs) to fire calls.

The National Fire Protection Agency (NFPA) studies prove that an interior structure fire **doubles** in size for **every minute** that passes (Response times).

What are the standards?

EMS

American Heart Association (AHA) suggests a Basic Life Support (BLS) response of **4-6 minutes** and **8 minutes** for Advanced Life Support (ALS).

American College of Surgeons (ACS) suggest the **best chance of survival** for trauma patients is when the patient arrives at a Trauma Center within **60 minutes** ***"The Golden Hour"*** includes time of call (2 min), response (8 min), on-scene time (10-20 min) and transport time.

Trauma Centers:	*Transport time:*
Beth Israel Deaconess Medical Center -ACS Verified Level 1	*50 min*
Boston Medical Center - ACS Verified Level 1	*50 min*
Brigham & Women's Hospital - ACS Verified Level 1	*49 min*
Massachusetts General Hospital - ACS Verified Level 1	*45 min*
South Shore Hospital – ACS Verified Level II	*37 min*

Source	Description	Comments	
ISO	• Targets stations within 2.5 miles of every location. • Resources available to fight common types of fires. • Industrial / institutions may get their own ISO rating (independent of the local fire service). • No response time or other performance standards included.	• 2.5-mile response target is drawn from historical fire service delivery (horses could run for 2.5 miles pulling fire apparatus). • Factors such as water system, access to non-system water, etc., may be used to lower ISO ratings. • Does not impact EMS service delivery.	Staffing, Training and Water Distribution. May decrease Insurance cost
American Heart Association	BLS • Initial (non-paramedic) response in less than 5 minutes from dispatch. • Paramedic response in less than 8 minutes. ALS	• Recognizes the major impact of rapid intervention on survivability in cardiac cases. Most fatal • Standard is often cited as the major planning component for EMS system, even though it does not reflect on the majority of EMS workload (non-cardiac care responses).	23,000 pop. 4,000 55> 18%
NFPA	• NFPA 1710 applies to full-time paid fire departments in urban/suburban communities. • On EMS, NFPA 1710 suggests a total response time of 6 minutes including the following elements: - 1 minute for dispatch processing 90% of the time. - 1 minute for fire department reflex time. - 4 minutes of drive time for first arriving unit. • On Fire, NFPA 1710 suggests a compliment of 15 personnel respond to the scene of a structure fire within 8 minutes of drive time and 10 minutes of total response time.	• Assumes consistent level of risk in communities. Does not account for differences in built-in fire protection, age of construction, or other risks. • Based on incidents with low probability but high-risk potential.	6,500 dwellings Avg. 30 yrs old

How can we staff the fire stations?

Options:

Option 1 – Hire 16 firefighters (salaries, fringe, uniforms & PPE) to staff stations with **no** cost recovery.

Option 2 – Hire 16 firefighter/EMTPs (salaries, fringe, uniforms & PPE) to staff stations, provide an ALS ambulance service and purchase and equip 2 ambulances **with** a cost recovery.

What will it cost?

Personnel
cost projection

Step 1 Firefighter/EMT
(including Night Shift Diff. 6%, EMT 3%, Specialty pay 1%):

Base pay =	$47,805.68
HMO Indiv. =	$ 4,532.64
Medicare 1.45%	$ 680.34
9% Retirement	$ 4,222.80
Injury Reserve	$ 1,000.00
Total =	**$58,241.46**
	X **2**

Cost of Personnel = **$116,482.92**
(2 FF/EMTP, Individual Insurance)

Step 1 Firefighter/EMT
(including Night Shift Diff. 6%, EMT 3%, Specialty pay 1%):

Base pay =	$47,805.68
HMO Family. =	$11,876.16
Medicare 1.45%	$ 680.34
9% Retirement	$ 4,222.80
Injury Reserve	$ 1,000.00
Total =	**$65,584.98**
	X **14**

Cost of Personnel = **$918,189.72**
(14 FF/EMTP, Family Insurance)

Total Personnel Cost = **$1,034,672.60 + $57,200 = $1,091,872.60**
(16 Firefighter/EMTP's Salary + Fringe Benefits) (PPE & Uniforms)

Personnel

additional cost

EMS Coordinator Medical Direction	= $10,000	(Estimated)
Liability/Malpractice Ins.	= $ 2,840	Malpractice Ins. ($177.50 ea. X 16) 1,000,000/3,000,000
Overtime (Callback)	= $100,000	(Estimated 25% of the time - callback of 2 FFs when both ambulances are transporting)
	$112,840.00	

Total Cost of Personnel = **$1,204,712.60**

*****Assumes modifications to the current contract between the Town of Middleborough and the Professional Firefighters*****

Expenses

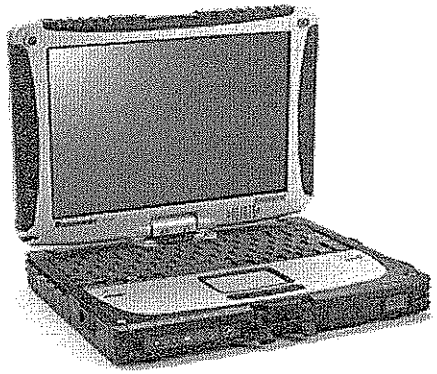
ITEM	***Annual Cost***
2 Ambulances (Class I, Type III Box Style) ($175,000 ea., Approximately **7 year** life span)	**$50,000**
Ambulance Maintenance	**$ 5,833**
Additional Fuel	**$ 7,308**
12 Lead Defibrillator / Monitor / Pacer ($30,000 ea., Approximately **7 year** life span)	**$ 8,571**
Medical / medication supplies	**$20,000**
Rugged Laptop Computers / Software / Billing (Electronic Patient Care Reports / Billing)	**$50,000**
ALS State License / Inspections ($600 Lic., $200 Inspection each Amb.)	**$ 1,000**

Total Annual Expenses = **$142,712**

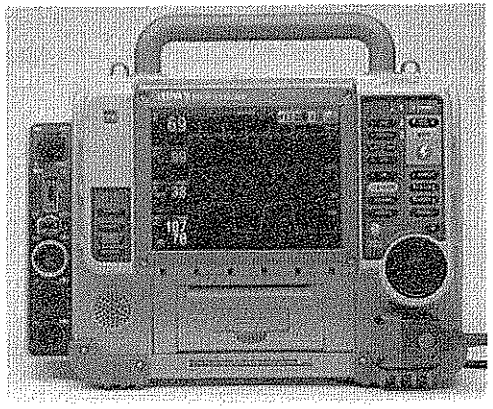
Equipment

Class I Type III

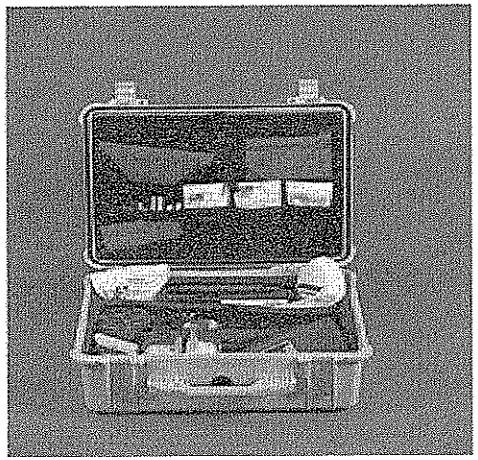
Laptops / Software



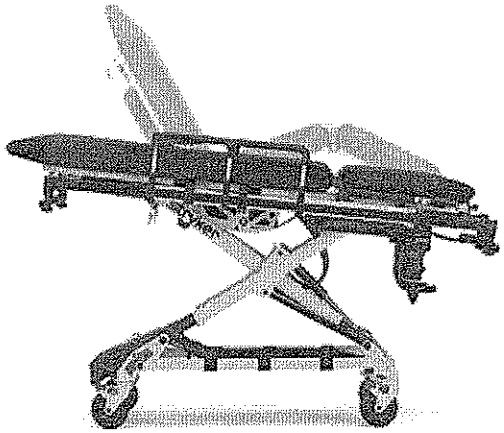
EKG / Defib / Pacer



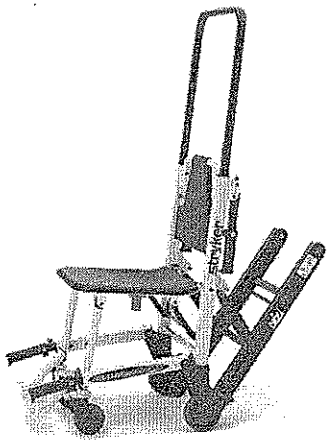
Medication Box



Power stretcher



No-lift stair chair



Cost of staffing the fire stations

How can we pay for it?

Middleborough has been awarded a Federal Emergency Management Agency (FEMA), Department of Homeland Security (DHS)

Staffing for Adequate Fire and Emergency Response (**SAFER**) Grant

	Year 1	Year 2	Total
Personnel	832,480	857,454	1,689,934
Benefits	249,744	257,237	506,981
Total:	**$1,082,224**	**$1,114,691**	**$2,196,915**
	($67,639 / FF)	**($69,668 / FF)**	

SAFER funded firefighters must be retained for one full year at the end of the grant

Cost of staffing the fire stations

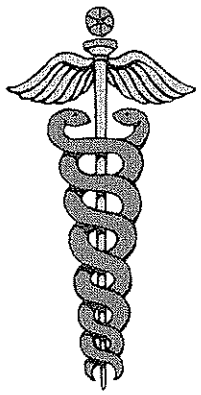
How can we pay for the 3rd Year?

Purchase and Equip 2 Ambulances, staffed with (dual role) firefighter / paramedics to generate revenue to **offset** the cost.

How much revenue will it generate?

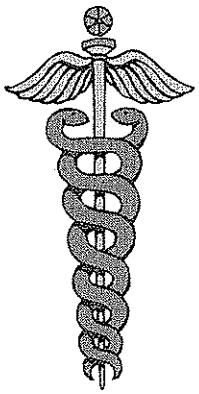
Current AMR rates (January 2009)

Code	Ambulance Base Product	Rate	
A0429	**BLS** Emergency Base Rate	**$840.00**	
A0427	**ALS 1** Emergency Base Rate	**$1,020.00**	
A0433	**ALS 2** Emergency Base Rate	**$1,200.00**	
A0425	**BLS** Ground **Mileage** per mile	**$25.00**	
	ALS Ground **Mileage** per mile	**$25.00**	
	Ambulance Additional Services		
A0396	BLS Disposable Airways	**$160.00**	
	ALS Disposable Airways	**$160.00**	
	Suctioning	**$150.00**	
A0422	Oxygen	**$125.00**	
A0394	IV/IO infusion/monitoring per bag	**$160.00**	
Y9214	Cardiac Monitoring	**$250.00**	
A0384	BLS Special Disposables Defib.	**$210.00**	
A0392	ALS Special Disposables Defib.	**$210.00**	
	Extra Attendant EMT/EMTP	**$150.00**	
	ALS Intercept/EMTP Treatment	**$450.00**	



Revenue Projection

Based on current AMR rates & Middleborough Data:



1566 Transports (90% capture)

(Based on **80%** ALS / **19%** BLS / **1%** ALS2 / 10 miles)

60% of Transports – **Medicare/Medicaid** (940)

40% of Transports – **Non Medicare** (626)

Average Bill = $949.58

1,566 x $949.58 = **$1,487,042.28**

Collections:

70% = $1,040,930
+ $200,000 (subsidy)
$1,240,930

80% = $1,189,634
+ $ 200,000 (subsidy)
$1,389,634

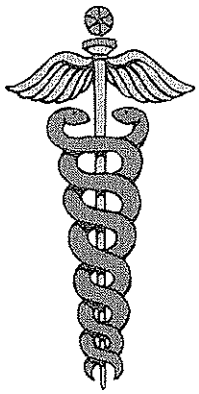
Suggested Rates

Billing Company

Code	Ambulance Base Rate	Medicare Rate 1/1/2011	Medicare + 200%
A0426	**ALS 1**	$274.30	**$822.90**
A0427	**ALS 1** Emergency	$434.31	**$1,302.93**
A0428	**BLS**	$228.58	**$685.74**
A0429	**BLS** Emergency	$365.73	**$1,097.19**
A0432	**PI**	$400.02	**$1,200.06**
A0433	**ALS 2**	$628.60	**$1,885.80**
A0434	**SCT**	$742.89	**$2,228.67**
A0425	**Mileage – per mile**	$6.86	**$20.58**
A0422	**Oxygen**	$54.90	**$164.69**
A0394	**IV/IO infusion IV/IO Med administration**	$117.62	**$352.87**
Y9214	**Cardiac Monitoring**	$164.70	**$494.11**
A0384	**BLS** Special Disposables Defibrillator	$117.62	**$352.87**
A0392	**ALS** Special Disposables Defibrillator	$117.62	**$352.87**
	Extra Attendant EMT/EMTP		**$150.00**
A0396	**Airways**	$133.33	**$400.00**
	Suctioning		**$150.00**

Revenue Projection

Based on Proposed Rates & Middleborough Data



1566 Transports (90% capture)

(Based on Mass. Avg. **70%** ALS / **30%** BLS / **10** miles)

60% of Transports – **Medicare/Medicaid** (940)

40% of Transports – **Non Medicare** (626)

Average Bill = $842.50

1,566 x $842.50 = **$1,319,355**

Collections:

70% = $923,548
+ $200,000 (subsidy)
$1,123,548

80% = $1,055,484
+ $ 200,000 (subsidy)
$1,255,484

Average collection from billing company **85%** = $1,121,452
+ $ 200,000
$1,321,452

Cost of staffing the fire stations

Options:

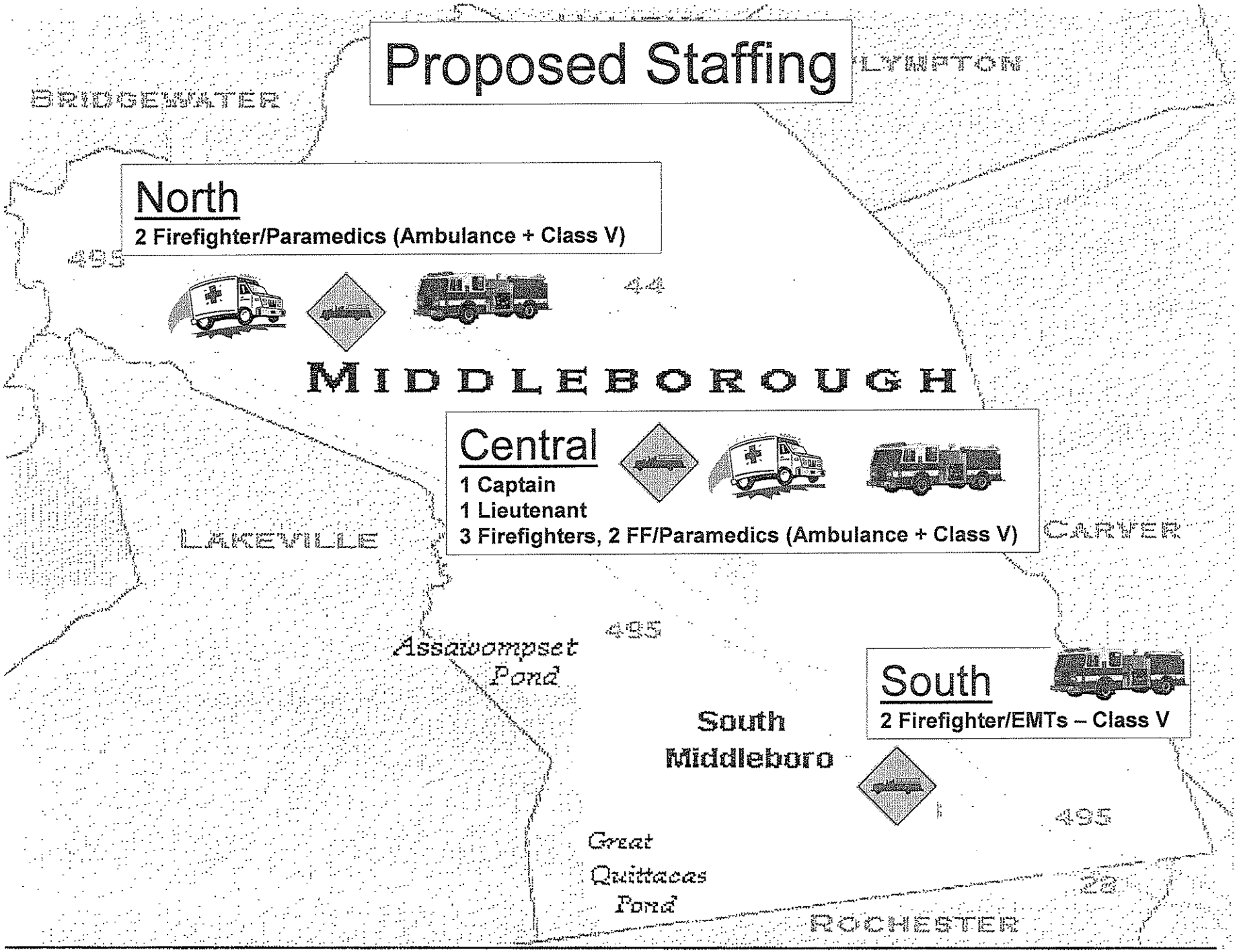
Option **1**

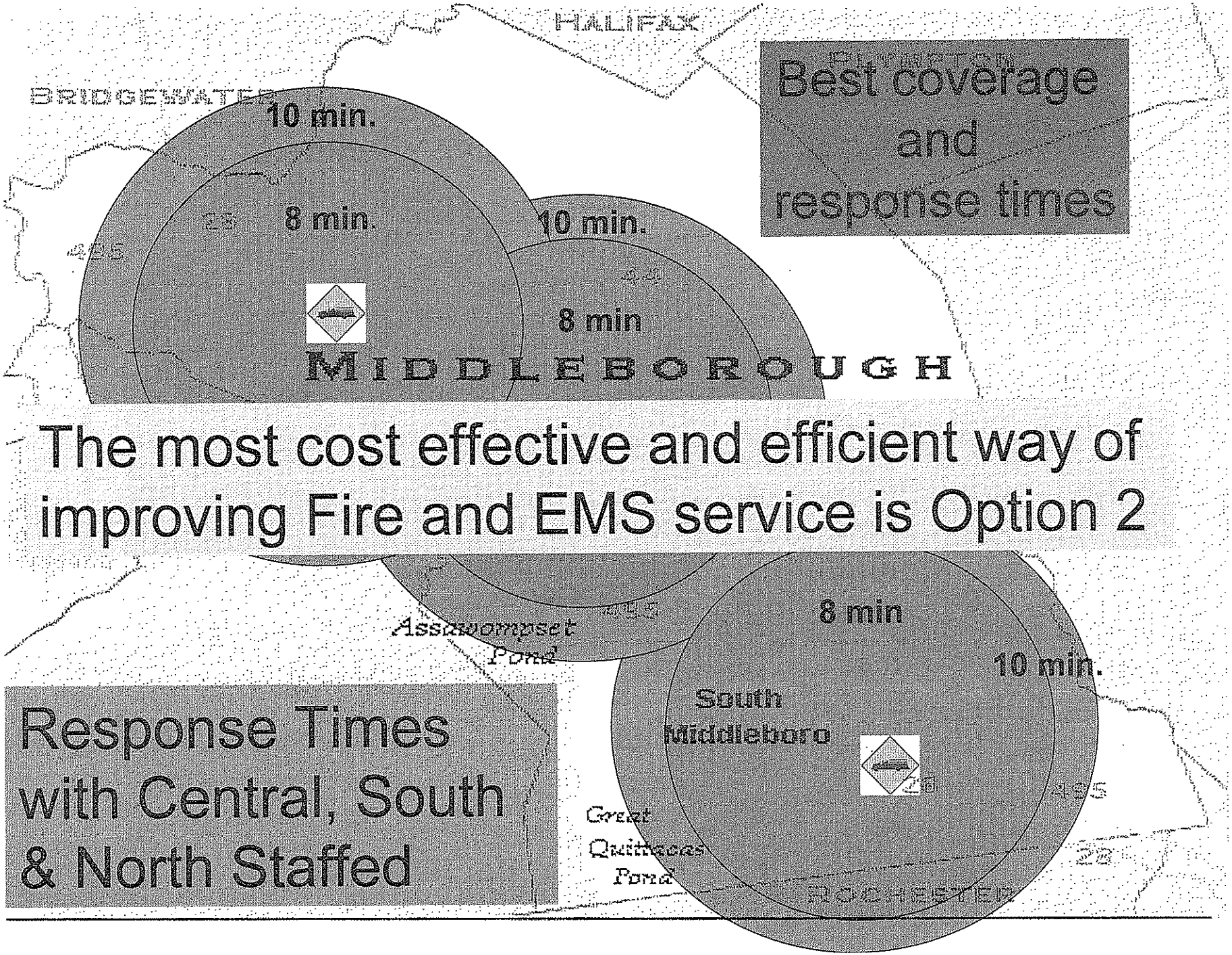
Hire 16 firefighters (salaries, fringe, uniforms & PPE) at a cost of **$1,091,872.60** to staff stations with no cost recovery.

Option **2**

Hire 16 firefighter/EMT-Paramedics (salaries, fringe, overtime, malpractice, EMS coordination, uniforms & PPE) provide an ALS ambulance service at a cost of **$1,204,712.60** + $142,712 expenses = **$1,347,425** **with** cost recovery of **$1,321,452**

Proposed Staffing



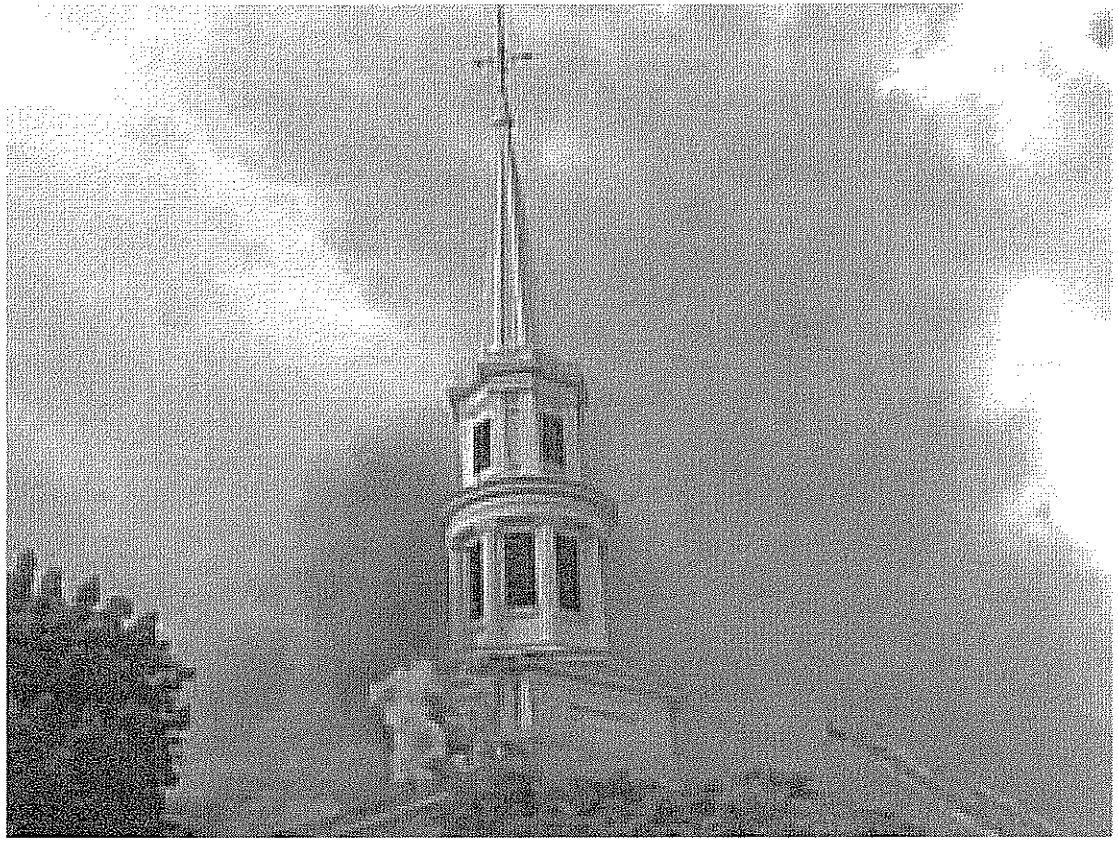

Best coverage and response times
HALIFAX
BRIDGEWATER
10 min.
8 min.
10 min.
8 min
MIDDLEBOROUGH
The most cost effective and efficient way of improving Fire and EMS service is Option 2
Assawompset Pond
8 min
10 min.
South Middleboro
Great Quittacas Pond
ROCHESTER
Response Times with Central, South & North Staffed

Summary

Current

Central Sta. Staffed 24/7(4-5 ffs)
South Sta. Staffed **40%** (2 ffs)
North Station **Closed** 24/7
1 ALS **ambulance** dedicated 24/7
3 Class V ambulances
Current Subsidy $250,000
Extended response times
Delayed Apparatus
(Engine/Tower/Forestry/Boat)
Delayed Technical Rescue
(Dive/Trench/Confined Space)
Minimal Fire/EMS coverage

Option 2

Central Station **Staffed** (5 ff/2 FF/EMTP)
South Station **Staffed** (2 ff/EMT)
North Station **Staffed** (2 ff/EMTP)
2 dedicated **ALS** FD **ambulances**
3 Class V ambulances
Decreased response times
Improved Technical Rescue response
Improved Fire/EMS coverage
Dual trained / **role** employees (FF/EMTP)
Increased fire suppression personnel
Increased safety
Reduction in fire ground injury claims
Reduced property loss
Middleborough FF/EMTP treating citizens
Increased Revenue – **Offset cost** of staffing
Enhanced Mutual Aid

Thank You!