

TOWN OF FOXBOROUGH
SELECTMEN'S MEETING
EXECUTIVE SESSION MINUTES
JANUARY 6, 2015

Members Present: John R. Gray, Vice Chairman
Virginia M. Coppola, Clerk
David S. Feldman

Others Present: William G. Keegan, Jr., Town Manager
Mary Beth Bernard, Assistant Town Manager
Chief Roger Hatfield
Fire Union Representatives

Lorraine A. Brue and James J. DeVellis were not present for this meeting.

A motion to enter into Executive Session to conduct strategy sessions in preparation for negotiations with union personnel or to conduct collective bargaining sessions with union personnel – Fire Department and return to regular session at the conclusion was made by Virginia Coppola. Seconded by David Feldman. **The motion carried 3-0-0. Roll Call Vote Virginia Coppola – yes, David Feldman – yes, John Gray - yes**

Mr. Keegan stated that he would explain to the Board how they have come so far with these negotiations and that this was different approach. The worked collaboratively with the Fire Union members to resolve this contract.

This is one of the last remaining organizational changes in town; the Police, Council on Aging, and IT have all been completed.

This union contract has been an outstanding issue for a while.

This approach has resulted in a new benchmark and Mr. Keegan has brought the Firefighters I not explain the issues.

Mr. Keegan explained that the first half hour would be the presentation portion (including a PowerPoint presentation). Then the MOA (Memorandum of Agreement) would be discussed.

There are a set of goals for the day to day organization of the fire department. The world has changed. With the existing staffing model it has been difficult to fill all shifts; seven (7) people are supposed to be on call but it usually only six (6).

They will assign leaders to specific program areas and each will be held accountable for their assigned areas.

This will enhance communication and streamline the day to day operations.

Their goals are also to enhance operations at Gillette Stadium.

They will measure their performance against established benchmarks.

Mr. Keegan went on to explain the operational sizes of other communities compared to Foxborough. Foxborough presently has one Shift Officer where other communities have two.

Mr. Kelleher drafted the day shift other than the Chief and Deputy Chief.

Mr. Keegan stated that he would now let the firefighters speak.

Chief Hatfield stated that their organization has been stretched for over six years and they are just able to perform their daily duties.

The suppression forces are doing administrative work which is stretching their time/availability to their regular duties.

The stadium events have gone from 30 events per year to now close to 50 events.

The Captain's dealing with suppression/emergency services are now dealing with the administrative work that has to be done.

Their daily routines are being disrupted because they are stuck doing administrative things and the goal is to make sure they enough staffing.

Captain Treannie stated that the problem is that they still have to do runs when that happens so no one is there to be with the rest of the staff. Before they could fit it in when they had to go and now they can't.

Mr. Kelleher stated that the administrative/operational balls means vital tasks they are responsible for such as the upkeep of vehicles are not getting done. They have the most expensive vehicles in the town and they need to be kept up.

Chief Hatfield stated that it was constant who is supposed to go with who. The Deputy Chief is out all the time with the Building Commissioner doing inspections as well as the Chief and Deputy Chief devote a lot of their time at the stadium.

The charts were explained to the Board on how the new operations would work and who would be in charge of what functions.

The Chief stated that the administrative functions have increased due to increased regulations and they have constant visits from the OMS.

There has been a growth in the activity level and not just on the emergency side.

Their goal is also to visit the residents that have emergency situations that they need to be aware of in cases of power outages, etc.

Mr. Keegan stated that Emergency Operations in general is a different animal.

The first on scene is fore.

Ms. Bernard stated that there is really great technology out there and no one is available to spearhead this. This information should be able to be funneled down to them.

Chief Hatfield stated that they are just now being able to convert from hard copy permits to computer generated permits.

The Chief further explained that the Administration Captain would be a new position and he would be able to do the technology (grants, equipment, stadium events, etc.). This will enable the Shift Captains to continue doing their jobs (manage overall group functions, detail allocation, payroll, etc.)

A Shift Lieutenant did exist at one time but disappeared, becoming Captains. The fire department needs both layers; there should always be a backup in charge.

The fire prevention model that was in the Board's packet was explained.

Mr. Keegan explained that the Administrative Captain would be the logistics liaison to the stadium.

Motion to adjourn Executive Session at 7:20pm and to return to regular session was made by Virginia Coppola. Seconded by John Gray. **The motion carried 3-0-0. Roll call vote Virginia Coppola – yes, David Feldman – yes, John Gray – yes.**

Respectfully Submitted,

Debra A. Jarvis