

Eastern Fire/EMS Substation Committee

Minutes

September 29, 2022

Attendance: B. Emhiser – Chair
P. Boston – Vice Chair
K. Noble
J. Greene
P. Labrecque
M. Swanton
J. Emmerson
Chief Gagne – Ex officio
J. Bennett – Ex officio

Call to Order: 5:30 PM

1. Biddeford Fire Depart Operations Review

Chief Gagne reviewed in detail the 2021 Biddeford Fire Department Annual Report and Hazard Assessment Report. The Chief was thorough and pointed out parts of the report that would be relevant to the considerations facing the Committee, with particular emphasis on response times in various districts.

There was also a discussion lead by the Chief Gagne on the current budgeted and actual staffing of the department as well as potential future staffing, in relation to a possible future substation.

Finally, Chief Gagne reviewed and handed out a report showing the specific calls and equipment for 2021 for the districts that would be covered by an Eastern Substation.

2. Discussion of Need

Chairman Emhiser lead a discussion on consideration of need for an Eastern Substation. He reviewed slides 1 thru 5 attached. A formal recommendation and decision will be made by the Committee at the October 13 meeting.

3. Discussion on Committee Objectives

Chairman Emhiser lead a discussion on the Committees objectives by reviewing slide 6 attached

4. Formation of subcommittees

A discussion and formation of subcommittees was conducted, with the following assignments

made and agreed to by those present:

Staffing, Equipment & Other Services

- *P. Boston – Chair*
- P. Labrecque
- P. McPheters
- K. Gregory
- D. Boucher

Location

- *J. Emerson – Chair*
- M. Swanton
- K. Noble
- J. Greene
- B. Riggs

The Subcommittees will work separate and meet as frequently appropriate, and will present specific recommendations back to the whole Committee for review, discussion and formal decisions. The timing of the subcommittee work was discussed (slide 8 below). Two future subcommittees will be formed after these are completed.

The City manager cautioned that because of Freedom of Information laws, these must follow policy of being in public. He will provide the subcommittee Chairmen meeting guidelines and recommendations to follow.

5. Other Considerations for the committee

Chairman Emhiser lead a discussion (slide 9 below) on other things with which Council chartered this Committee.

6. Future Committee Dates

Thursday, October 13 – Already scheduled (*Formal Recommendation on NEED*)

Wednesday, October 26 – (*Subcommittee 1 and 2 Reports*)

Wednesday, November 9 – (*Subcommittee 1 and 2 Reports*)

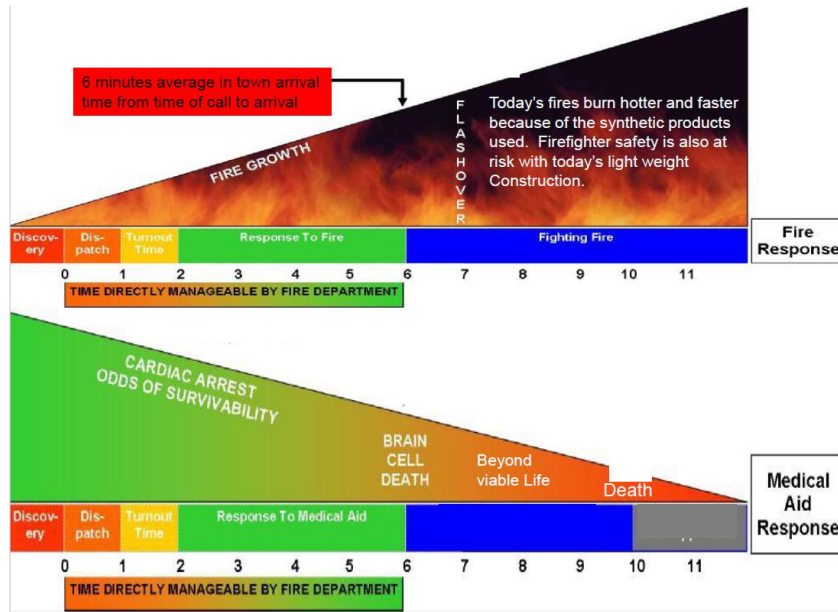
Monday, November 21 – (*Formal Recommendation on 1 and 2 if possible*)

Thursday, December 8 – (*Follow up on Recommendations and begin Costs*)

Monday, December 19 – As needed

7. Adjourn 7:50 PM

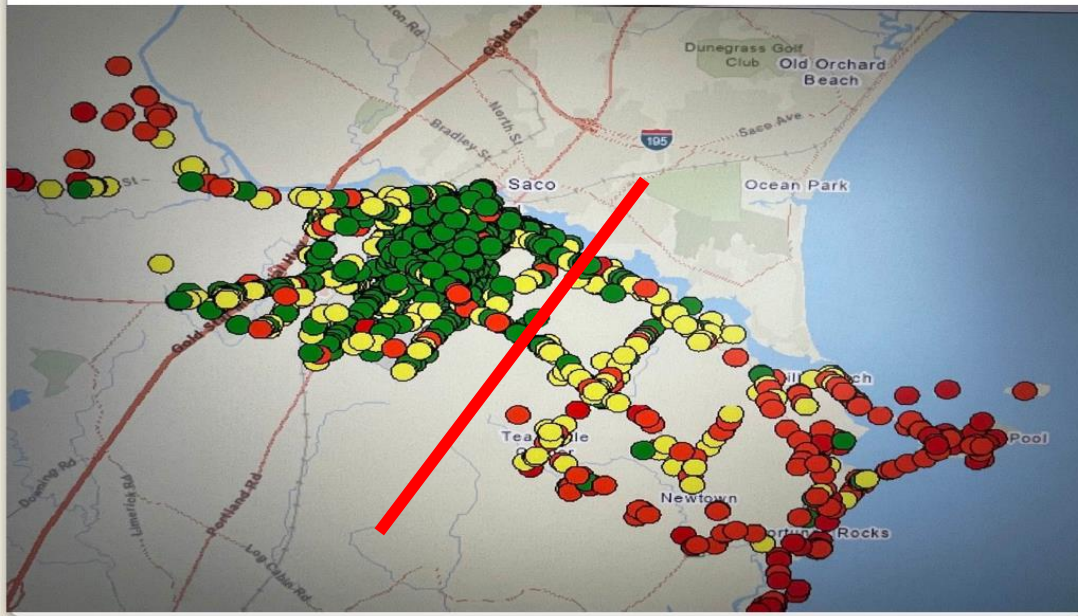
Discussion on NEED



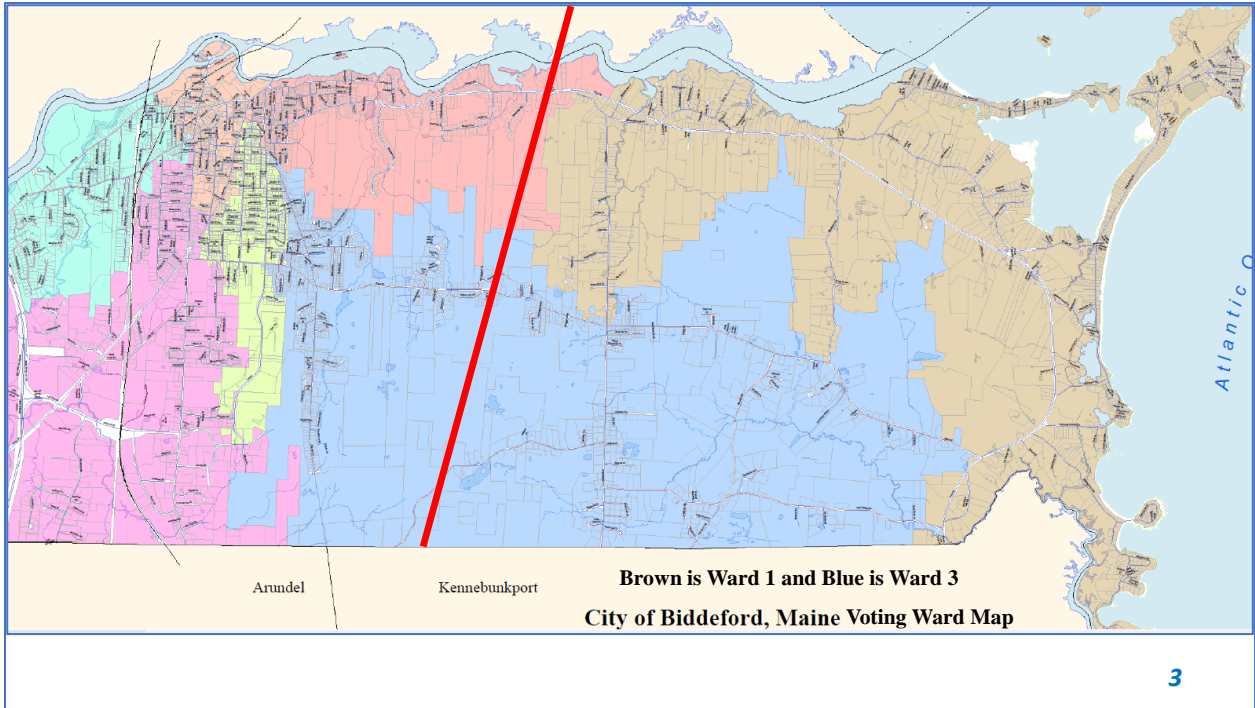
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2021 Emergency Calls by Response Time call received to Arrived

- Up to 4 minutes
- 4 to 8 minutes
- 8 to 12 minutes
- Over 12 minutes



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Other Considerations for NEED

- **Total City Voting Population is 15,800 (about 70% of the total population)**
- **Ward 1 (coastal) is 2,300 and Ward 3 (south West St., Guinea Rd.) is ~1,500**
- **This represents almost 25% of the City's voting population and over 1/3rd of the overall geography of the City**
- **Summer residents and coastal visitors dramatically increases this population**
- **This population is rapidly growing and is also aging faster**
- **The beaches are crowded in the summer**
- **UNE houses 1,500 students in the district and 600 Staff during the day**
- **UNE Sporting events risk injury**

Formal Recommendation of NEED for a Substation

- With those issues in mind at the October 13 meeting let's discuss and formally decide:
 - Is there a need for an Eastern Fire/EMS Substation?
 - What Response time would we like as a working objective?

*Decision on need and target response times
by the Group as a whole Oct. 13*

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Key Objectives of the Eastern Fire/EMS Substation Committee from Council

1. Is there a need for an Eastern Substation?
2. What services and hence equipment should be there and are there any other service or things to be housed there?
3. Where should a substation be located?
4. Consider capital and operating costs of a substation
5. Make a full report to City Council by February 1, 2023

(There were also other considerations we will discuss later)

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Proposed Subcommittees

1. Services, staffing, equipment and other needs

➤ Pat Boston to lead

2. Location

➤ Jim Emmerson to lead

3. Costs

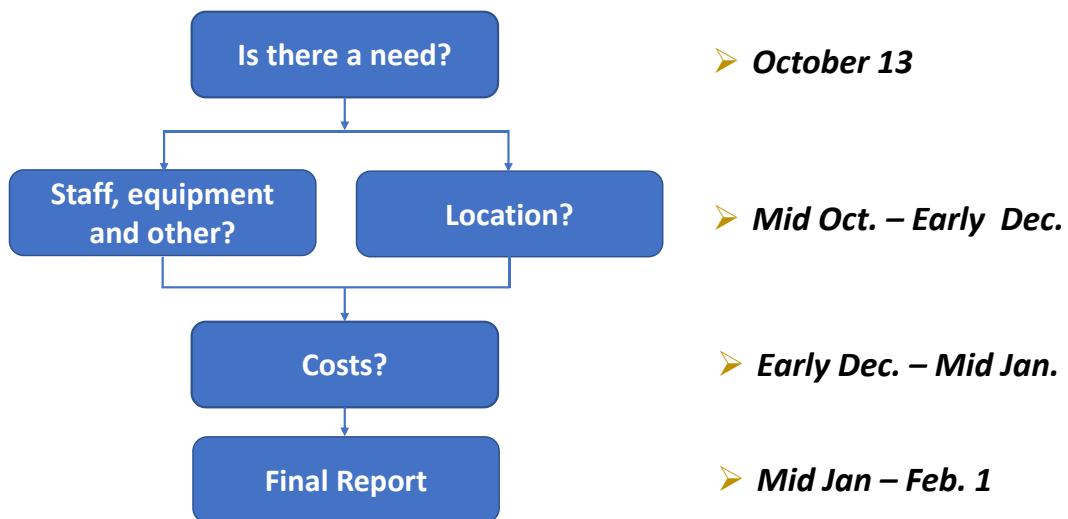
➤ Paul Labrecque to lead

4. Report

➤ Bill Emhiser to lead

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Subcommittee Timing



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Additional Considerations

- Clear definition of objectives from the Subcommittees
- Any movement of staff and equipment to a substation must not degrade service and response to the rest of the City
- Consideration of CPSM best practices report
- Informing and educating the Public
- Helping to ensure Citywide support for any recommendations

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OCTOBER							NOVEMBER							DECEMBER						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	1	30	31	1	2	3	4	5	27	28	29	30	1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
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23	24	25	26	27	28	29	27	28	29	30	1	2	3	25	26	27	28	29	30	31
30	31	1	2	3	4	5	4	5	6	7	8	9	10	1	2	3	4	5	6	7

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