



City of Biddeford
Biddeford Fire Advisory Committee

June 12, 2025 at 10:00 AM

Central Fire Station

[Join Zoom Meeting Online](#)

Or call in by phone: +1 312 626 6799

Meeting ID: 251 814 800 291 4

Passcode: fp6YL33y

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Minutes
 - 4.a Approval of Minutes of 20241212 & 20250318
5. Fire Alarm Reports
6. Chief's Informational
7. New Business
8. Old Business
9. Other Business
10. Adjourn



Biddeford Fire Department

Emergency Services

152 Alfred Street Biddeford, Maine 04005

Tel: 207 282-6632

Fax: 207-283-8243

Present: Kenneth Pendleton, Kyle Scully, Chief Best, Asst. Chief Dexter, Deputy Chief Thorpe, late arrival Rick Laverriere, offsite: Office Manager Boyden.

Absent: Stephanie Walsh

1. Called to Order on March 18, 2025 at 10:00 am.
2. Pledge of Allegiance
3. Roll Call
4. Minutes of December 12, 2024 meeting unable to make a motion due to a quorum.
5. Fire Alarm Reports for December and calendar year 2024, January, February 2025, placed on file.
6. Chief's Informational – The Chief stated that there were 5501 calls for calendar year 2024, with an average of 15 calls a day.
 - Personnel – There are currently 3 vacancies. The department has hired 10 in the past year. Interviews were held on 3/4/25 with 12 candidates and we will be holding another round on 3/20 with 10-12 more candidates. We hope to be able to have a hiring list on hand once all shifts are full.
 - Call Force – There are currently 14 of 25 positions filled. We are working on the recruitment of Call Force Firefighters in hopes of creating a hiring pool when there are full-time openings. We are looking to start a Division Chief process since the retirement of Chief Gobeil. Asst. Chief Dexter has written up a position description and it has been turned into HR for approval.
 - Chief Thorpe recently attended a job fair recruitment at SMCC.
 - Budget & current CIP
 - Under CIP FY25– there was \$20K budgeted for rescue equipment, ropes & rescue gear that is currently out to bid.
 - \$27K was budgeted for new TIC's and the bid was awarded to Harrison Shrader. We will get 2 large cameras and 16 small ones.
 - Service 4 replacement is ongoing.
 - We ordered an ambulance in January of 2024. It will be about 36 months before we see delivery.
 - A pumper was also ordered in January of 2024 which is currently at 42 – 48 months before delivery.
 - We have also budgeted for a painting project around the station. The 1st floor will be the first of 3 stages.

- FY26 CIP Budget
 - We are currently planning for the replacement of Truck 32, which is a 2013, as there have been many mechanical issues. We have met with different vendors – the estimated cost is about \$2.2 - \$2.3 million for a tower truck with an approximate delivery date of 42-48 months. There have been new offers of stock trucks which we could possibly obtain within a year that we are looking into to see if it fits our needs.
 - Removal of trees on the side of Central Fire Station. These are causing moisture issues on the building.
 - Looking to upgrade EMS tactical vests to help improve safety.
 - Standpipe Hose Packs.
 - Marine 202, which is a 1964 aluminum boat will most likely not go back in service. There has been a CIP request for \$80K for a newer inflatable boat. We have tried different grant opportunities such as the Stephen King Foundation and Firehouse Subs in hopes of offsetting this amount.
 - Replacement of windows for central station will be done in 3 phases over 3 years. The 1st phase will be the large set of windows in the dining room, 2nd phase will be the 2nd floor and the 3rd phase will be the 1st floor of Central Station. We expect the cost to be \$15K for each phase, we've made temporary repairs until they can be replaced.
 - We are trying to move forward with the Eastern Fire Substation.
 - We are looking at the purchase of another ambulance due to the amount of time it takes before getting one that's already on order. Since it is taking 3 years, we must be proactive and stay on top of ordering them so we will get replacements in a timely manner.
 - Conex boxes for use as props and a training facility.
 - Renovation of first floor bathrooms.
 - Rescue Air Bag replacement, expected cost of \$40K.
- Councilor Lafountain requested addressing the council regarding the department's Capital needs on 4/9.
- Space in the station has reached capacity for apparatus, personnel and storage.
- Operational budget FY25 is going well, and FY26 is put together and will be presented to council by Brian Phinney.
- SOP & SOG's – the Policy Committee is continuing to update.
- We have gotten lots of praise and thanks from the community.
- The chiefs are working on strategic plans for the department.
- Training – we have finished joint ice rescue training with Saco. We will be doing regional live fire training in Yarmouth with other mutual aid departments 8 times a year. We have members out for an FTO Program. Three members will be going to FDIC in April in Indianapolis. There are currently 2 members taking an AEMT Class, one member who is an AEMT is currently in Paramedic school. We have 1 Basic EMT, approximately 30 Paramedics with the balance of AEMT's. We have put members through Fire Inspector and Fire Officer classes. We would like to continue to invest in our members through Professional Development Classes & training.
- Equipment Vehicle Inventory – Currently the new Medic EMS Vehicle, the Dodge Durango, is in service being used as the EMS Lt.'s chase vehicle.

- We will be purchasing new Personal Protective Fire Gear for the Call Force.
- We are continuing to work with mutual aid by updating fire alarm cards.
- We are watching for OSHA changes.

The next meeting will be held on 6/12/25 @ 10:00 am.

Mr. Pendleton asked about Support 206. It was explained that it is no longer able to run and that Biddeford/Saco/OOB Transit is looking for a replacement for us.

7. Old Business – None

8. New Business – None

9. Adjourn – Motion to adjourn at 10:46 by Mr. Laverriere, seconded by Mr. Scully

Respectfully Submitted by:
Kathy S. Boyden



Biddeford Fire Department

Emergency Services

152 Alfred Street Biddeford, Maine 04005

Tel: 207 282-6632

Fax: 207-283-8243

Present: Kenneth Pendleton, Rick Laverriere, Kevin Locke, Kyle Scully, Chief Best, Deputy Chief Thorpe and Office Manager Boyden.

Excused: Assistant Chief Dexter

Absent: Stephanie Walsh

1. Called to Order on December 12, 2024 at 10:00 am.
2. Pledge of Allegiance
3. Roll Call
4. Minutes of June 13 & September 12, 2024 meeting motion to approve made by Mr. Pendleton, seconded by DC Thorpe.
5. Fire Alarm Reports for September, October & November 2024, placed on file.
6. Chief's Informational – The Chief spoke about strategic planning that he, Asst. Chief Dexter and Deputy Chief Thorpe have been meeting regularly regarding the department for the upcoming year.
 - Personnel – The department has hired 10 in the past year. There are currently 2 conditional offers that we are waiting on.
 - Call Force – Chief Michael Gobeil retired on 12/11/24 after 35 years of service. There are currently 14 of 25 positions filled.
 - Budget & current CIP
 - Under CIP – we have replaced outdated defibrillators throughout the city
 - The HVAC system at the FD has been cleaned
 - Tech Rescue Equipment is in process of being updated
 - We are looking at TIC's and hope to go out to bid shortly
 - We ordered an ambulance in January of 2024. It is currently about a 26 month turn around before we receive it.
 - A fire engine pumper is on order, that is currently a 36 – 40 month turn around.
 - We are looking to do a replacement for Service 4.
 - FY26 CIP Budget
 - Replacement of tower truck – if ordered it is estimated to cost about \$2.3 million with an approximate delivery date of 4 years.
 - Removal of trees on the side of the station.
 - Purchase approximately 15 tactical vests.
 - Standpipe Hose Packs.
 - Replacement of 1964 Marine Unit 202
 - Replacement of windows for central station, done in 3 phases over 3 years.
 - Eastern Fire Substation.

- Purchase of another ambulance.
- Conex boxes for use as props and a training facility.
- Renovation of first floor bathrooms.
- Rescue Air Bag replacement.

Mr. Laverriere asked about purchasing a boat with Saco, but it never seems to happen. A discussion took place.

Mr. Locke asked about the substation going out to vote and what the likelihood would be. A discussion regarding this subject took place.

Mr. Scully asked what firegrounds are used for fire training. It was stated that Hollis and Yarmouth are used and that there is new regional fire training monthly in Yarmouth. The new Alfred Training Facility will offer live fire training.

- The chief stated that SOP's continue to be reviewed with BFD & SFD.
 - We continue to be active in the community, people seem to be very appreciative of this.
 - Training – We have been doing joint training with Saco and have a lot of various in house trainings.
 - Equipment and vehicles
 - Medic 16 was purchased with grant money to help support EMS Calls.
 - We are working on specs for updating fire gear.
 - We are looking to establish a joint tech rescue team with Saco & Kennebunk.
 - Support 206 is out of service. BSOOB is currently looking for a replacement.
 - Deputy Chief Thorpe thanked the members for being on this Committee.
7. Old Business – None
8. New Business – None
9. Adjourn – Motion to adjourn at 11:22 by Mr. Laverriere, seconded by Mr. Pendleton

Respectfully Submitted by:
Kathy S. Boyden