

Capital Fire Mutual Aid System

(CFMAS)

Barre City, Alumni Hall, 2nd floor

May 21, 2025

Regular / Annual Meeting Minutes

CFMAS Regular meeting

CFMAS members present

J. Aldsworth, K Cushman, B. Morse, J. Staab, W. Bothfeld, A. Petretta, W. Knott, E. Metivier, D. Libby, S. Pratt, C. Baker, D. Randell, G. Dillon, S. Dillon, P. Cerutti, J. Campbell, C. Pollard, R. Conniff, W. Schwarz, J. Koonz, T. Oullette

CFMAS members On-line

Guests

Treasurer, S. Bagg (Capital Dispatch) and Chief J. Pontbriand (Berlin PD)

District 1 Berlin, Middlesex, Montpelier, Northfield, Roxbury

District 2 Bolton, Moretown, Stowe, Waitsfield, Warren, Waterbury

District 3 Cabot, East Montpelier, Marshfield, Plainfield, Walden, Woodbury, Worcester

District 5 Groton, Peacham, Ryegate, Topsham

District 6 Barre City, Barre Town, (?Brookfield?), Chelsea

I. Meeting to order – 19:04

J. Aldworth asked about James iPhone. James iPhone on-line was identified as Berlin Police Chief, James Pontbriand who was attending for the HAAS presentation.

II. Roll Call by Town (P=Present, **Blank**=Not Present,)

Barre City	P	Groton	P	Plainfield		Washington	
Barre Town		Marshfield	P	Roxbury	P	Walden	
Berlin	P	Middlesex	P	Ryegate		Waterbury	P
Bolton		Montpelier	P	Stowe		Williamstown	
Cabot	P	Moretown	P	Topsham	P	Woodbury	P
Chelsea		Northfield		Waitsfield		Worcester	
E. Montpelier	P	Peacham		Warren	P		

Brookfield P

III. Addition or deletions to the agenda - None

IV. Public comments - None

V. Introduction of Guest speaker – Not present

- a. Aleksandra Snesareva, Fleet Account Manager, HAAS Alert - <https://www.haasalert.com/about>

VI. Approval of Meeting Minutes for 03/19/2025 –

A motion was made to approve March 19, 2025, minutes by J. Campbell (Warren) and seconded by P. Cerutti (Woodbury). With no discussion the March 19, 2025, minutes were voted on and approved by the body.

VII. Approval of Treasurer report –

- S. Baggs - the report was sent out last evening and distributed. Highlighted, CDs were renewed. They were nine months CDs, and they came to renewal in April. The capital replacement funds from 2024-25 were placed into the CDs, because of the good rate. Expected a 225% or 235% above budget interest. A motion was made to approve March 19, 2025, treasurer's report as presented by G. Dillon (Waterbury) and seconded by W. Schwarz (Marshfield). With no discussion the March 19, 2025, treasurer's report was voted on and approved by the body.

VIII. Old Business

a. Update / discussion on Communication Project

- J. Aldworth reported - Motorola has scheduled their engineer to do site visits in June. They're doing that pro bono. It's about \$30,000 worth of in-kind services. This evaluation is to make sure what we need for the microwave system.
- Met with Brookfield and Randolph, the discussion was regarding "dead spots". Randolph selectboard has not made the discussion on joining CFMA. P. Cerutti spoke on behalf of the executive board stating that Randolph would have to approach the CFMA body requesting membership and the membership dues would be waved until 2026. A straw poll was taken on accepting Randolph into the CFMAS.
- A meeting with the city managers from Barre, Montpelier, Barretown as well as valley ambulance. The regional planning has offered to put us in for a municipal planning grant to help facilitate discussions to further unite the dispatchers. With this grant coming out that we are looking to peruse, they are urging applicants to have a professional grant writer to write the grant. That cost is around \$6500 to \$7500. K. Cubbon is investigating grant options to pay for the grant writer.

b. Accountability Tags

- Jeff Campbell reported that the second vender gave CFMA a better price on the accountability tags, going from \$13.50 to \$6.50 per tag. (tags were passed around) A spreadsheet will be emailed out to the chiefs to fill out. Colors will be (Silver – Officers, Red – Interior, Green – Exterior). CFMA has the funds available and will pay for the first round of tags. After the initial purchase departments will be responsible for maintaining their accountability tag program as written in the policy.

The working Group will soon be working on Maydays and RIT.

IX. New Business

a. Review

i. Mutual Aid Policies

J. Aldworth asked for a review of the Mutual Aid policies. Don Randell was asked if he would work on the review, Don accepted. J. Staab volunteered to work with D. Randell on the Policies & By-Laws review. With an update on the July meeting and recommendations for the September meeting.

ii. ~~By-Law~~

X. Committee Reports – No reports

Question on hose testing. Who tests their own testing? Who uses an outside vender? Many departments are using an outside vender. Some departments work together in using outside vendors. The benefits of using an outside vender were discussed.

XI. CFMAS Annual Meeting –

A motion was made by P. Cerutti (Woodbury) to suspend the regular meeting, Seconded by S. Pratt (Moretown). Was voted on and approved by the body. A motion was made by P. Cerutti (Woodbury) to enter the Annual meeting, Seconded by G. Dillon (Waterbury). The motion was voted on and approved by the body.

Entered CFMA Annual meeting at 19:33.

J. Aldworth turn the meeting over to the Nomination Committee. G. Dillon spoke for the Nomination Committee, “There was no one who showed interest in running of any of the positions and nobody said they weren’t interested in continuing with their current positions”.

A motion to keep the current slate of officers as is and the secretary cast one ballot, was made by J. Campbell (Warren) and seconded by D. Libby (Montpelier). J. Aldworth listed the current officers. President – J. Aldworth, 1st VP – P. Cerutti, 2nd VP – W. Knott, Treasurer – S. Bagg, Secretary – J. Staab

Both J. Campbell (Warren) and D. Libby (Montpelier) accepted the current list of officers. The motion to keep the current slate of officers as is and the secretary cast one ballot was voted on and passed by the body.

A motion was made by J. Campbell (Warren) to exit the Annual meeting, Seconded by S. Pratt (Moretown). The motion was voted on and passed by the body. A motion was made by G. Dillon (Waterbury) to unsuspend the regular meeting, Seconded by P. Cerutti (Woodbury) Was voted on and approved by the body.

XII. Good of the Order

J. Aldworth asked if there is anything CFMA would like to see to be addressed in the upcoming year. S. Pratt spoke on micro-towers for buildings.

Any topics for presentations?

Discussion -

- Classes for the area – Woodbury will put in for a Safety Officer Course. W. Schwarz spoke about what the Fire Academy is trying to do with FF1 classes. Discussion continued on what seems to work and not working for the Fire Academy. East Montpelier will host a fire 2 course but will need assistance when it comes to the practical. CFMA is requesting applications for FF2 class to send in with the course request.
- Currently the Academy has 21 active instructors. The last Fire Instructor 1 course provided the Academy with 3 instructors. A Fire Instructor 1 course is a prerequisite for promotion, that seems to be the motivation. Years ago, there used to be over 70 instructors and now 21. The lack of instructors is a problem.
- S. Bagg spoke on the Web View for Active. If it's not working go to whatever you're using, internet explorer or google chrome, clear out the cookies and re-login that should fix the problem. Or email S. Bagg, (cfmasscott@gmail.com) and he will assist.

XIII. Executive session – *Not needed*

XIV. Adjournment – A motion was made to adjourn by S. Pratt (Moretown), seconded by the CFMA group. The motion was voted on and passed by the body. Meeting adjourned at 20:06