

Capital Fire Mutual Aid System

(CFMAS)

E. Montpelier Fire Department

54 Village Acres, East Montpelier, VT 05651

March 18, 2026, 19:00

Regular Meeting Minutes

CFMAS members present

K. Cushman, J. Aldworth, J. Staab, W. Bothfeld, T. Seckington, K. Giroux, W. Schwarz, E. Metivier, J. Koonz, D. Libby, S. Pratt, J. Larrabee, A. Larrabee, G. Dillon, S. Dillon, P. Cerutti, T. Neill

CFMAS members On-line

B. Morse, KS (Waterbury Ambulance)

Guests

S. Bagg

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 - J. Aldsworth called the meeting to order at 19:06

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

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

III. Addition or deletions to the agenda –

a. W. Bothfeld asked to speak on behalf of the Volunteer Fire Chiefs

b. S. Pratt asked to maybe have someone scheduled to speak on the Neris System

Both were placed under new business

IV. Public comments – No public comments

V. Geust speaker – Chris Philipesen, Servpro <https://www.servpro.com/>

Chris passed out brochures and business cards and gave some background on the business. He spoke about survival benefits and the program they have for first responders. Servpro has “Care Kits” to be given out to individual who have lost property due to fire, flood etc. You can reach out for these Care Kits and they will be delivered. Most of the work done is insurance claims. Servpro has equipment that can be mobilized in a day or two. Servpro has an office in Barre, VT and is available 24/7.

VI. Approval of Meeting Minutes for 1/21/2026–

Motion was made by **G. Dillon** to approve the minutes of 1/23/2026 and seconded by **D. Libby**. With no discussion the 1/21/2026 minutes were approved by vote of the body.

VII. Approval of Treasurer’s report –

S. Bagg presented the budget as emailed. A few notes – Cabot Ambulance sent two payments and CFMA will hold the second payment and apply it to the next payment. In February the Capital funds were moved from the savings account to a CD earning 3.8%. Capital Dispatch CD is currently \$278, 208.05. **Motion** was made by **W. Bothfeld** to approve the Treasurer’s report as sent out and seconded by **S. Pratt**. With no further discussion the Treasurer’s Report was approved by vote of the body.

VIII. Old Business

a. Update / discussion - Communication Project

J. Aldsworth - Slowly moving forward. Both P. Cerutti and W. Schwarz have been working on it and hope to have something more to report in May.

b. J. Campbell – Portable radio orders can be placed any time. J. Campbell will follow up with an email.

c. Contract discussions with Capital Dispatch – S. Bagg, 3.5% increase. Current contract is for 1 year. Over the next year, CFMA will be negotiating a longer-term contract. Two new dispatchers have been hired and there will be several months of training.

d. J. Aldsworth asked everyone to look at and update their run cards.

e. Carrie/Dispatch has reached out to some fire departments to integrate some general knowledge into their training of fire departments and operations with their dispatchers.

f. A dispatcher from Barre City, Cathy, will be retiring after 43 years.

g. S. Bagg shared some of the dispatch data. Call volume is 4.5% and that is actual EMS 911 calls, not transfers. S. Bagg can share the data through email if requested.

- h. Dispatch is asking that CFMA adopt common language in what they are calling types of calls/alarms on their run cards that require additional resources (2nd 3rd Alarms or Working Fire). Look for an email, this will be discussed in May.
- i. Non-emergencies such as training, service calls etc. should not be relayed to the dispatchers.
- j. The ability to send pictures/information related to that specific call to Dispatch and all responders within the related call. Currently departments can text department members within Active. S. Bagg/Dispatch will be working on the procedure within Active.
- k. There was discussion on the mandated Statewide CAD system.

IX. New Business

- a. W. Bothfeld spoke on the Volunteer Fire Chiefs Association – The purpose of the group was to get the information from the fire service and the legislators to the Fire Chiefs as well as a voice in the legislator. There are required dues and they need volunteers/new blood. J. Aldworth asked about the invoicing of dues and sending out minutes of meetings. There has been discussion about combining career and volunteer chiefs. D. Libby spoke on the discussions of combining the two and to speak as one voice. W. Bothfeld will bring the feedback to the group and send out an email.
- b. S. Pratt – asked about the Neris system and if CFMA would like to have someone come in and present?

X. Committee Reports

- a. Nothing to report

XI. Good of the Order

- a. New equipment, out-of-service equipment, special department news
 - i. Woodbury's tanker is finished and should be in service in a month or so.
 - ii. Marshfield – 3rd year in a row we have been denied money for SCBA. Will be looking to build an addition on the station.
 - iii. Roxbury – Working on getting new portables.
 - iv. Berlin has 5 MSA air packs with 10 bottles with one more Hydro left for sale.
 - v. Cabot – working with FEMA
 - vi. Waterbury – 2nd tanker has been approved
 - vii. Waldon – looking into a new truck
 - viii. Montpelier – has been approved for additional staffing and working with FEMA
 - ix. E. Montpelier – has used air packs. Purchase new air packs and AEDs. New truck coming into service.

- b. CFMA should be purchasing in bulk. In the next year CFMA will investigate bring vendors to the meeting. At the next meeting in May departments should bring their list of equipment that they are looking to purchase to possibly create a bulk purchase within CFMA.
- c. J. Aldsworth –
 - i. The VFA has a grant on health & safety https://firesafety.vermont.gov/ff_cancer
J. Aldsworth asked them to come in and present.
 - ii. Don't forget about the New England Chief's grant of nearly \$3 million dollars.
<https://www.newenglandfirechiefs.org/safer-grant>
 - iii. Spoke on his health.

XII. Executive session – *Not needed*

XIII. Adjournment

Motion was made by **W. Bothfeld** to adjourn, seconded by **?. ????**. With no discussion the motion passed by a vote of the body present at 19:29

Training in the Area

- VT Fire Academy upcoming Courses, <https://firesafety.vermont.gov/calendar>

Notes

- Information on Accountability Tags, contact Jeff jcampbell@warrenvt.org