

Capital Fire Mutual Aid System

(CFMAS)

E. Montpelier Fire Department

54 Village Acres, East Montpelier, VT 05651

September 16, 2026, 19:00

Regular Meeting Minutes

CFMAS members present

K. Cushman, B. Morse, J. Staab, W. Bothfeld, K. Giroux, W. Knott, D. Knott, W. Schwarz, D. Libby, J. Aldworth, T. Ouellette, J. Campbell, G. Dillon, S. Dillon, P. Cerutti

CFMAS members On-line

M. Romei, K. Wheatly, S. Pratt, G. Murray, Peacham, L. Stamatelos, E. Webster, R. Bresette

Guests

K. Cubbon (on-line), C. McCool (on-line)

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 19:00

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

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

III. Addition or deletions to the agenda –

- Add - special meeting minutes of June 29, 2026
- Move – Kieth Cubbon, communications project update after public comment

IV. Public comments – No public comments

V. Old Business

- a. Update / discussion - Communication Project – J. Aldsworth / K. Cubbon

Major Topic –

- State is shifting to a **full statewide radio network buildout**, with CFMA serving as the **pilot**.
- Significant **cost savings** because the state is bulk-purchasing equipment for ~49 towers and using **Velco towers and microwave system**.
- Some proprietary towers still need engineering and funding through our **USDA** grant; high-level engineering and tower loading work will require an RFP.
- Additional towers may be delayed due to **248A permitting**, potentially 8–12 months.
- System will be **two-channel**, improved coverage, with receive-only sites planned for dead spots.
- State may also cover dispatch center connections; purchasing radios/pagers will follow **state bid pricing**.

VI. Approval of Regular Meeting Minutes for 3/18/2026 & Special Meeting Minute for 6/29/2026

- a. There was a **motion by G. Dillon** to accept the 5/20/2026 meeting minutes, **seconded by J. Campbell**. With no further discussion the motion passed.
- b. There was a **motion by W. Schwarz** to accept the 6/29/2026 special meeting minutes, **seconded by G. Dillon**. With no further discussion the motion passed.

VII. Approval of Treasurer report

- a. Treasurer's report was emailed just before the meeting. A **motion by W. Schwarz** to table the Treasurer's report until the next meeting giving the body time to review.

VIII. New Business – No new business

IX. Committee Reports

- a. Communication Working Group - Updated run-card procedure sent back to working group; aims to clarify first/second alarm processes. Procedure is expected to be sent out to departments before the November meeting.

X. Good of the Order

New equipment, out-of-service equipment, special department news

- a. Multiple departments reported equipment issues, new apparatus, building additions, trucks in/out of service, as well as training announced:
Below are some of those details
1. Groton – will be replacing their R1, it is a 2023, 5500 (bought in 2017) will be for sale.
 2. Cabot - Discussion on the State mandating Fire Chiefs take on Fire Warden duties.

- a. Towns/departments are adapting to new statewide procedures; many using online forms with onsite follow-ups from wardens.
 - b. Chief Dillon is working on pay for his wardens.
 - c. Ongoing concerns about last-minute policy changes from state agencies.
- 3. Montpelier - Have some trucks in & out of service.
- 4. Barre City – Engine out of service.
- 5. Warren – Ladder tuck out of service.
- 6. Barre Town – New rescue truck coming.
- 7. Tri-Village – We have tanker in for service.
- 8. Marshfield – Working on an addition to the station.
- 9. E. Montpelier – Rescue still out of service, should have it back in December.
- 10. Waterbury – Hosting the 2-day Fire Investigation course in January. Sign Up!!
- 11. Woodbury – New 3000-gallon tanker in service. They have 1800-gallon, 2005, for sale asking \$70k. Work has started on the new addition to the station.
- 12. Berlin – Had a training with CVMC on responding to calls within their MRI unit.
- 13. Plainfield – Multi-agency Hazmat training October 3rd at the Plainfield rec-field.
 - a. There is a free one-hour Stop the Bleed course that can be held for department staff. Contact J. Aldsworth for details.
- 14. Waterbury - Just had a landing zone course.
- 15. Moretown –
 - a. Waitsfield will be hosting a two-day SCBA course for the 1st & 2nd Wednesday in January.
 - b. Moretown and Waitsfield will also be hosting a two-day forceable entry course for the 1st & 2nd Wednesday in February.
- 16. Carrie/Dispatch –
 - a. There have been a lot of blank transmissions; she will reach out to those departments.
 - b. Please wait for dispatch to acknowledge before continuing with your message. Dispatch may be busy and not ready to receive.
 - c. G. Dillon sent out updated communication policy.
- 17. Montpelier & Barre City – Sent staff to VTFA for a training utilizing the academy's burn building.
 - a. Two dispatchers (Carrie & Danny) spent the day down there dispatching for the two departments and were able to get a better understanding of terminology and fireground operations.
 - b. Will follow up with a tabletop.
- b. Facility Discussion:
 - i. Conversation about the underused burn building at VTC; potential interest in better utilization or lease adjustments.
- c. Financial Topic Raised:
 - i. Question about how reappraisal-driven changes in town grand lists will affect dispatch cost-sharing; topic deferred to the **November 18** meeting for formal discussion.
- d. Next CFMA Meeting:
 - i. Waterbury will host the holiday meal at the November meeting. There was **a motion from P. Cerutti** to donate \$250 to Waterbury Fire to go towards the cost of the meal, **seconded by J. Campbell**. With little conversation the motion passed.

- e. J. Aldworth – Mentioned that Waterbury offered to host a firefighter I/II for next year and that all departments should be collecting applications to be sent in with the request.

XI. Executive session – *Not needed*

XII. Adjournment

Motion was made by **P. Cerutti** to adjourn, second by **J. Campbell**. With no discussion the motion passed by a vote of the body present to adjourn at 20:47

Action Items:

- Coordinate all communications project questions through K. Cubbon and J. Aldworth.
- CVRPC to issue RFP for tower engineering and loading analysis for USDA compliance.
- Departments to reinforce radio discipline and avoid blank transmissions.
- Communication working group to deliver final revised procedure before next meeting.
- S. Bagg to prepare information on dispatch cost-sharing impacts from town reappraisals for November 18 meeting.
- Waterbury to host the holiday meal; CFMA to provide \$250 donation.

Training in the Area

Check links below for applications and remember the deadline to submit your applications vary.

- VT Fire Academy upcoming Courses, <https://firesafety.vermont.gov/calendar>
- Waitsfield will be hosting PPE / SCBA, January 6th & 13th, <https://firesafety.vermont.gov/event/personal-protective-equipment-and-self-contained-breathing-apparatus-firefighter-i-chapter-6>
- Moretown will be hosting Forcible Entry, February 3rd & 10th, <https://firesafety.vermont.gov/event/forcible-entry-moretown-fire-dept>
- Stop-the-Bleed trainings available, email J. Aldsworth (aldsy@hotmail.com) for contact information
- Waterbury will be hosting the 2-day Fire Investigation course on January 23rd & 24th
<https://apps.usfa.fema.gov/nfacourses/catalog/details/10753>
- Stowe will be hosting Hazardous Materials Awareness/Operations, November 30th through January 20th
<https://firesafety.vermont.gov/event/stowe-ffi-fy27-hazardous-materials-awarenessoperations>

Notes

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