

**SOUTH FIRE DISTRICT  
HEALTH & SAFETY COMMITTEE  
Regular Meeting Minutes  
May 16, 2025 at 9:00 a.m.**

**1. Call to Order**

The meeting was called to order at 9:14 a.m. by Deputy Chief Nick Fischer.

**2. Roll Call**

Present: Deputy Chief Nicholas Fischer, Training Captain Andrew Turenne, Deputy Fire Marshal Ryan Parmelee, Firefighter Zachary Tiezzi, Kathy Kiley, Recording Secretary Alyse McEwen, Alternate member Firefighter Paul Zabulis

Absent: Firefighter Geoff DeFrancesco

**3. Accept/Amend Agenda**

The agenda was accepted as presented.

**4. Introduction of Visitors – None**

**5. Acceptance of Minutes – February 14, 2025 Annual Meeting**

MOTION to accept the minutes of the February 14, 2025 annual meeting by Captain Turenne/Firefighter Tiezzi. Unanimously approved.

**6. Old Business (status of outstanding issues, i.e. hazardous condition complaints and recommendations generated from the previous meetings and the 2/14/2025 annual walk-through)**

- a) Staff are forced to store dirty boots in the lockers in the men's locker room.  
Deputy Chief Fischer said staff members were told not to leave their boots strewn on the locker room floor and no one is being forced to store their dirty boots in their lockers. He will address the issue.  
*Resolved.*
- b) Firefighter Tiezzi received a request for a line to be painted on the bay floor on the driver's side of Brush 36 to assist with backing up the apparatus. Deputy Chief Fischer will arrange for this to be done in-house.  
*To be done after the construction and perhaps in conjunction with the paving of the parking lot.*
- c) Kathy Kiley suggested that the ductwork (including the grates) in the firehouse be professionally cleaned. Deputy Chief Fischer will arrange for the cleaning and add "filter changing" to the spring-cleaning list.  
*"Filter changing" has been added to the spring-cleaning list. Alyse will obtain two quotes for the ductwork cleaning.*
- d) The ceiling tile over the Fire Marshal's desk needs to be replaced due to a continuous roof leak.  
*Not resolved. The chief will contact Aresco Construction Company to look at it.*
- e) The walls need to be repaired and the ceiling vent needs to be cleaned in the restroom on the administrative side.  
*This is a building maintenance item.*
- f) The bed in the gym needs to be removed. (The four oldest mattresses in the dorm are being replaced.)  
*The bed has been removed. Four new mattresses have been purchased.*

- g) The lack of proper ventilation in the men's locker room needs to be addressed.  
*A bigger air exchange is needed and will be addressed after July 1<sup>st</sup>.*
- h) The four oldest mattresses in the dorm will be replaced. Firefighter Tiezzi recommended Gold Bond for future mattress purchases.  
*Resolved. Additional mattresses will be purchased after July 1<sup>st</sup>.*
- i) Deputy Chief Fischer will investigate replacing the ceiling fans in the bay with Big Ass Fans.  
*Will be addressed after July 1<sup>st</sup>.*
- j) The training props should be moved out of the bay, but DC Fischer indicated it would be difficult to find an appropriate location.  
*To be handled by Captain Turenne. Perhaps they can be moved into the old generator room.*
- k) The dryer vent needs to be cleaned in the laundry room.  
*Will be done in conjunction with the ductwork cleaning.*

**7. Hazardous Conditions Complaints**

- a) **The exhaust from the gear dryer leads to the hallway.**  
*Will be addressed.*

**8. Review of Accidents/Incidents, Illness, or Injuries; Discussion of Preventative Measures Taken**

- a) Employee was flowing water with a hose line during an educational event at the firehouse and subsequently felt pain and swelling in his left knuckle. *Unavoidable; no preventative measures were taken.*

**9. Training Information – None.**

**10. New Business (other than hazardous conditions complaints) None.**

**11. Adjournment**

**MOTION** to adjourn by Firefighter Tiezzi/Kathy Kiley. Unanimously approved. The meeting adjourned at 9:47 a.m.

Next meeting: Friday, August 29, 2025 at 9:00 a.m.

Submitted by,

*Alyse McEwen*

Alyse McEwen  
Recording Secretary

**APPROVED 9/10/2025**