

**SOUTH FIRE DISTRICT  
HEALTH & SAFETY COMMITTEE  
Regular Meeting Minutes  
September 10, 2025 at 9:00 a.m.**

**1. Call to Order**

The meeting was called to order at 9:05 a.m. by Deputy Chief Nick Fischer.

**2. Roll Call**

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

Absent: Firefighter Zachary Tiezzi

**3. Accept/Amend Agenda**

The agenda was accepted as presented.

**4. Introduction of Visitors** – Local 3918 President James Mastroianni

**5. Acceptance of Minutes – May 16, 2025 Regular Meeting**

The minutes were accepted as presented.

*The meeting was suspended at 9:11 a.m. It was reconvened at 10:04 a.m. at which time Deputy Fire Marshal Parmelee and Firefighter DeFrancesco were absent.*

**6. Old Business (status of outstanding issues, i.e. hazardous condition complaints and recommendations generated from the previous meetings.**

- a) 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; scheduled for the end of September.*
- b) 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. *Stanley Steamer came to the firehouse to give a quote but we have not heard back from them. Alyse will continue to obtain quotes and Deputy Chief Fischer will contact Commissioner Gregorio for recommendations.*
- c) The ceiling tile over the Fire Marshal's desk needs to be replaced due to a continuous roof leak. *Not resolved. The price Aresco Construction quoted for the replacement of the exterior doors was extremely high. We will not be using their services. The chief and deputy chief will contact other contractors.*
- d) 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>. Deputy Chief Fischer will contact Commissioner Gregorio for recommendations.*
- e) Deputy Chief Fischer will investigate replacing the ceiling fans with Big Ass Fans. *Pending.*

- f) The training props should be moved out of the bay, but DC Fischer indicated it would be difficult to find an appropriate location.  
*Resolved.*
- g) The dryer vent needs to be cleaned in the laundry room.  
*Will be done in conjunction with the ductwork cleaning.*
- h) **The exhaust from the gear dryer leads to the hallway.**  
*Resolved.*

#### 7. Hazardous Conditions Complaints

- a) **Lines should be painted on the rear of the bay floor to assist drivers in backing up the brush and rescue trucks.**  
*Will be addressed.*
- b) **The handles are broken off T34's wheel chocks.**  
*Replacements will be purchased.*
- c) **There are mice droppings in the laundry room.**  
*DC Fischer will purchase mouse traps.*
- d) **There's a dip in the floor of one of the new bathrooms.**  
*DC Fischer will determine if this causes a tripping hazard.*

*DFM Parmelee rejoined the meeting at 10:30 a.m.*

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

- a) Tick was found during shower after working an overtime shift and before the start of the day shift. It was removed and saved for testing. The test results were positive for the bacterium that causes Lyme disease.  
*(Cannot be avoided)*
- b) Employee slipped and fell on hallway floor that had just been mopped causing injury to the left knee. "Wet floor" signs were in place per protocol.

#### 9. Training Information – None.

#### 10. New Business (other than hazardous conditions complaints)

- a) Deputy Chief Fischer is considering changing the response protocol for incoming mutual aid.
- b) DC Fischer will address the issue of members not wearing the appropriate footwear.
- c) The Plymovent for E32 has a hole in the tubing. Alternatives exhaust systems are being considered.

*Firefighter DeFrancesco rejoined the meeting at 10:39 a.m.*

#### 11. Adjournment

**MOTION** to adjourn by Kathy Kiley/Firefighter DeFrancesco. Unanimously approved. The meeting adjourned at 10:39 a.m.

Next meeting: Thursday, November 20, 2025 at 9:00 a.m.

Submitted by,

**APPROVED AS AMENDED 11/24/2025**

*Alyse McEwen*

Alyse McEwen  
Recording Secretary