



BAR HARBOR FIRE DEPARTMENT ORGANIZATION AND FY23 BUDGET PRESENTATION

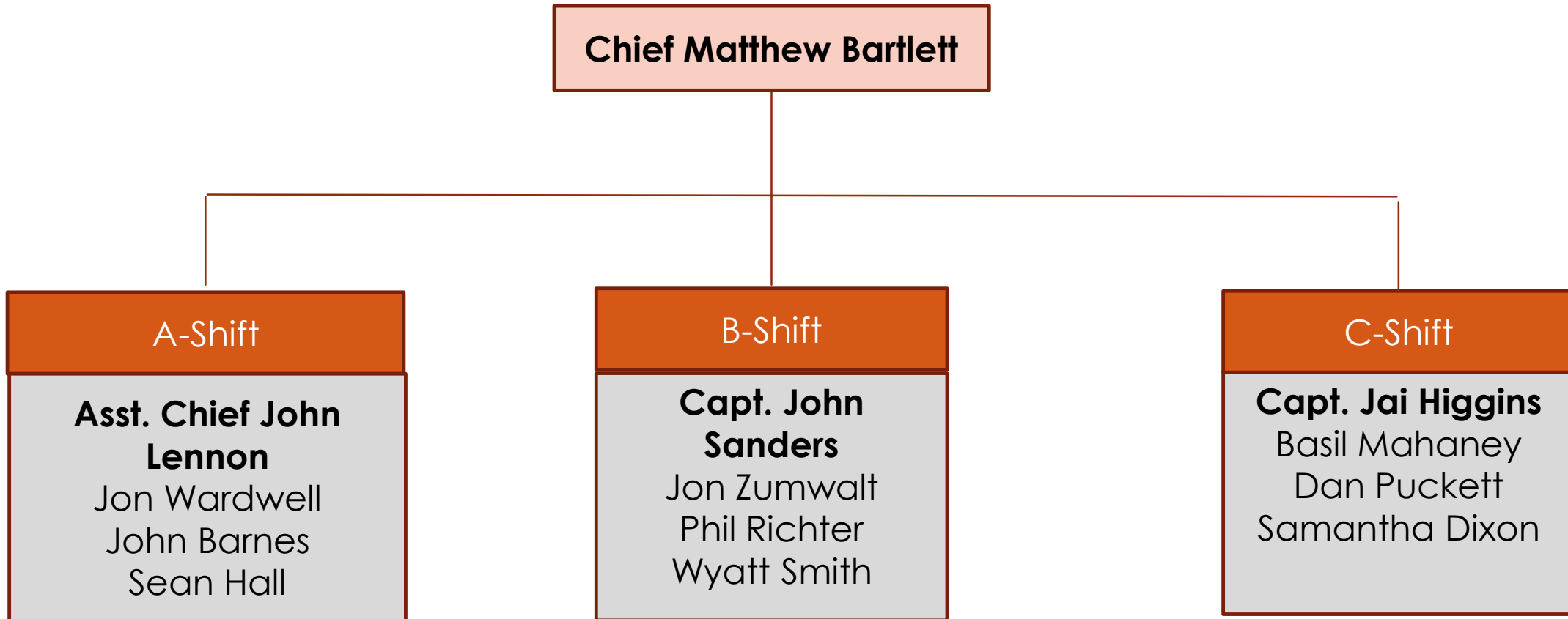
TOWN COUNCIL MEETING –
2/8/2022

MATTHEW BARTLETT – FIRE
CHIEF

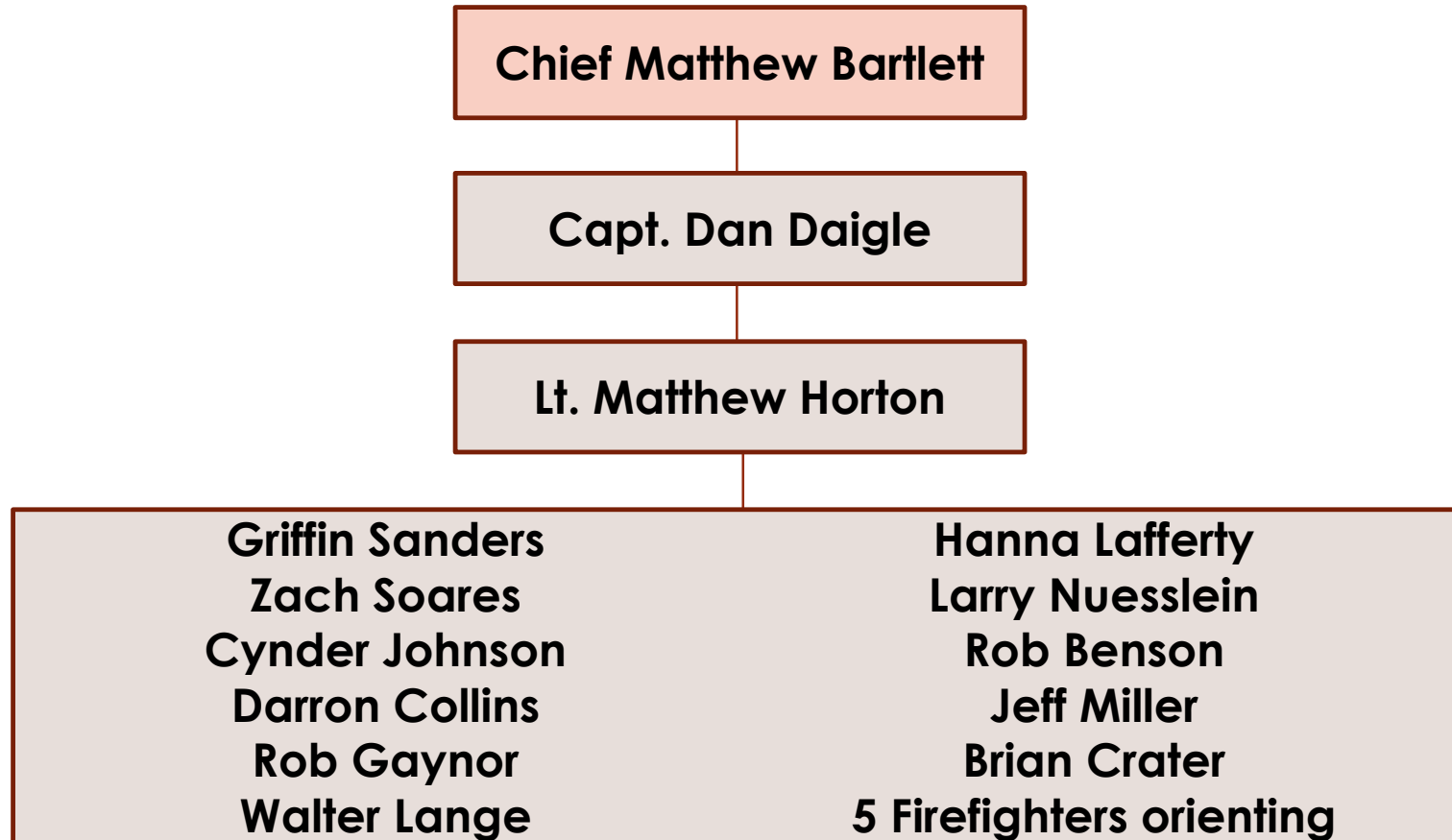
AGENDA

- Fire Department
 - Fire Department Organizational chart, Mission Statement & Guiding Principle
 - Fire/EMS
 - Overview and Core Operations
 - FY22 Budget Accomplishments
 - Ambulance Revenue
 - FY23 Budget Request
- Public Safety Building
- Overview
 - Recent Repairs/Modification
 - Cell Tower Revenue
 - FY23 Budget and Cell Tower Revenue Projects
- Emergency Management
 - COVID Response

FIRE DEPT. ORG CHART (FULL TIME STAFF)



FIRE DEPT. ORG CHART (CALL FORCE)



BAR HARBOR FIRE DEPARTMENT MISSION STATEMENT & GUIDING PRINCIPLE



Mission Statement:

The Bar Harbor Fire Department's Mission, is to provide a wide range of programs and services, including fire prevention, fire suppression, and emergency medical services. These services are designed to protect the lives and property of the citizens and visitors to the Town of Bar Harbor from adverse effects of fire, medical emergencies, and man-made or natural disasters.

Guiding Principle:

- Community
- Department
- Individual

FIRE DEPARTMENT OVERVIEW

- 13 Fulltime Employees
 - 7 Firefighter/Paramedics
 - 2 Firefighter/Advanced EMT's
 - 4 Firefighter/Basic EMT's
- 18 Call Firefighters
 - 7 State Certified Firefighters
 - 12 Firefighters in various stages of training
 - With five of the firefighters in orientation
 - 4 additionally hold a Maine EMS

License

- Apparatus
 - 3 Ambulances/Rescues
 - 2 Engines/Pumpers
 - 1 Ladder Truck
 - 1 Tanker
 - 1 Mass Casualty Unit
 - Utility pick up truck
 - Chief's Command Vehicle

FIRE DEPARTMENT CORE OPERATIONS

■ Fire Suppression

- Protecting \$2.89 Billion of assessed value property
- Emergency medical treatment & transport
- Advanced Life Support and mutual fire/EMS for surrounding communities, including Acadia National Park
- Work Collaboratively with Federal, State, County and Local Agencies
- All Hazards Mitigation



■ Daily FD Operations

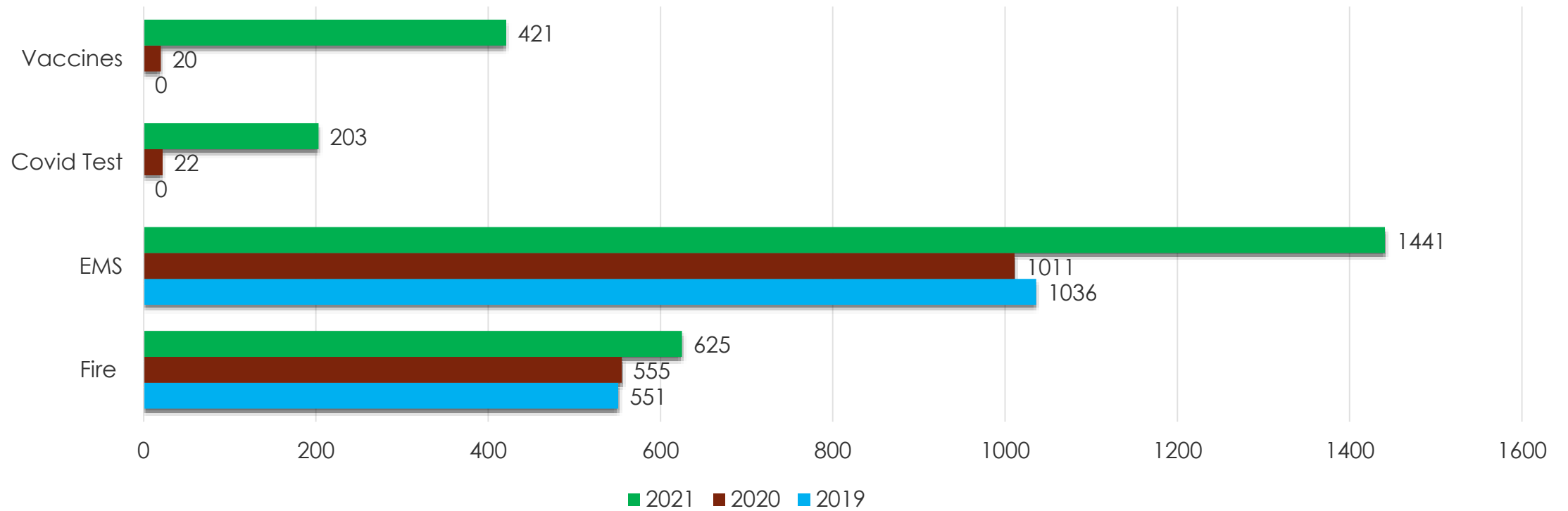
- Preplan and train for the variety of incidents we respond
- Records management, reporting, and compliance for state and federal agencies
- Meet the seasonal demand created with tourism
- Participate with Technical Review Team and Planning Board Applicants

FIRE DEPARTMENT COMMUNITY OUTREACH



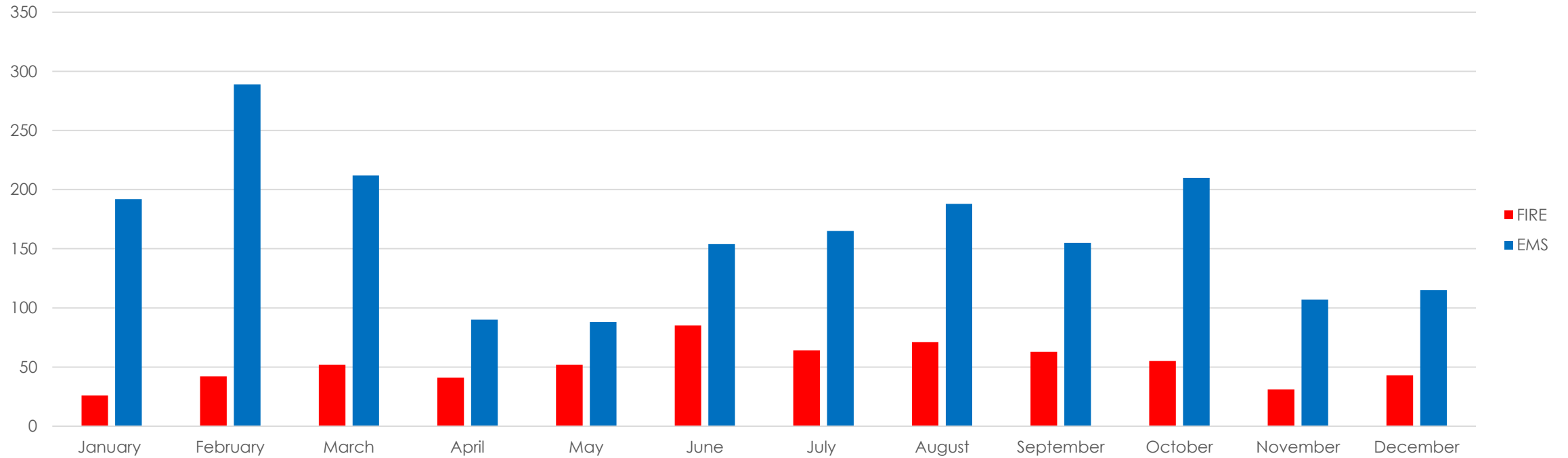
- Fire Prevention
- Home safety inspections
- Fire extinguisher inspections
- School Visits and Fire Drills
- BH Housing Educational Presentations
- Knox Box Program
- Burn Permits
- Home smoke detector checks
- CPR Classes
- Stop the Bleed classes
- COVID testing for town employees, family, and MDI public safety agencies
- Continuing Education for fire/EMS
- Pulse Point AED Program
- Provide Color Guard for Community Events
- Car seat inspection, installation, & education

FIRE DEPT CALL VOLUME 2019-2021



FIRE DEPT. INCIDENTS 2021

Incidents 2021





FIRE DEPARTMENT FY22 BUDGET ACCOMPLISHMENTS

- **What we achieved with the FY22 operational budget**
 - Preserved continuity of operations during a global pandemic
 - Worked to maintain a supply chain and stockpile of medical grade COVID PPE
 - Developed COVID testing site for town employees, family, and MDI public safety agencies
 - One of two EMS agencies in Hancock County to provide vaccines to all First Responders in Hancock County
 - Partnered with College of Atlantic in creating a recruitment program for potential call firefighters
- **What we achieved with the FY22 capital budget**
 - Ordered new Rescue to replace Rescue 3
 - Purchased 18 new pagers

AMBULANCE REVENUE

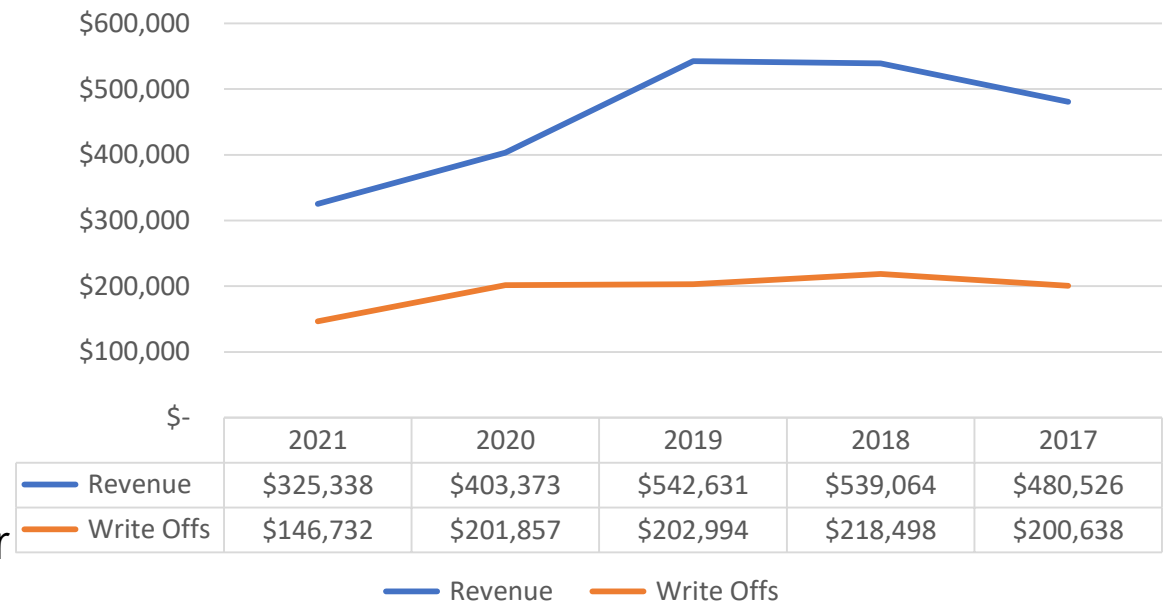
FY23 Ambulance Revenue will remain same as FY22

\$570,000

Revenue Tab 2, page 2

- Uncollectable or write offs, the contra revenue account remains flat
- No change in fee schedules this fiscal year

Ambulance Detail



FY23 CAPITAL IMPROVEMENT



- Scheduled to purchase a new pick up truck
 - \$40,000 – CIP Expenses pg. 3 line 2142-6224
 - Includes vehicle and all associated cost to outfit the truck
 - No other purchases or increase in funding to the FY23 capital improvement

FY23 BUDGET REQUEST

■ **FY23 Goals**

- Move to a 42 hour weekly shift Schedule
- Create Deputy Chief of EMS Operations

What this budget Does:

- Creates a fourth shift to help address retention and recruitment of staff
- Creates a Deputy Chief of EMS position to share with Mount Desert Fire Department
- Improve our preventive maintenance program on apparatus – Exp. Pg. 5 acct. 1042-5658
- Meets the increased cost of EMS supplies – Exp. Pg. 5 acct. 1042-5437

BENEFITS OF 42-HOUR SCHEDULE

- **Retention, Recruitment and Department Stability**

- **Retention**

- **Main goal is to keep existing staff**
- Healthier and safer schedule for staff working 24 hour shifts
- Due to the lack of affordable housing, the 42 hour schedule is more manageable for employees with long commutes
- Increases employee moral

- **Recruitment**

- Bar Harbor Fire would be in better competitive position to attract new hires
- Brings the work schedule more in line with many local and regional competing departments
- 42 hour schedule is a preferred option for potential employees with long commutes to Bar Harbor
- May assist in attracting applicants with more experience and advance EMS training

BENEFITS OF 42-HOUR SCHEDULE

- **Department Stability**
 - Provides stability and integrity of the department
 - Provides succession planning with experienced personnel
 - Staff having more flexibility to work overtime
 - Builds stronger community ties
 - Aligns Bar Harbor to collaborate with Mt. Desert in the future



SCHEDULE COMPARISON

56 Hour Work Schedule

3 Shifts



42 Hour Work Schedule

4 Shifts



EFFECTS OF NOT MOVING TO A 42-HOUR SCHEDULE

■ **Effects**

- May Lose experienced and trained personnel
- May not have experience staff to assume future leadership roles
- Level of EMS care may be compromised, we may struggle to retain paramedics for all shifts
- Potential increase cost in property insurance, if staffing levels are not maintained to current level
- Unfilled positions resulting in short staffing may cause a significant delay response times or level of service while awaiting on duty personnel and apparatus to become available
- The department may struggle to provide mutual aid fire/EMS response or provide Advance Life Support to surrounding communities

EFFECTS OF NOT MOVING TO A 42-HOUR SCHEDULE

- **May effect the ability to recruit replacement staff**
 - State wide Fire/EMS staffing shortages has made it difficult to recruit new applicants
 - Bar Harbor Fire's current schedule puts us at a disadvantage compared to other area Fire Departments
 - Faced with hiring less experienced and trained candidates
 - Result may decrease the level of service provided to residents and visitors
 - Department will be in constant hiring mode

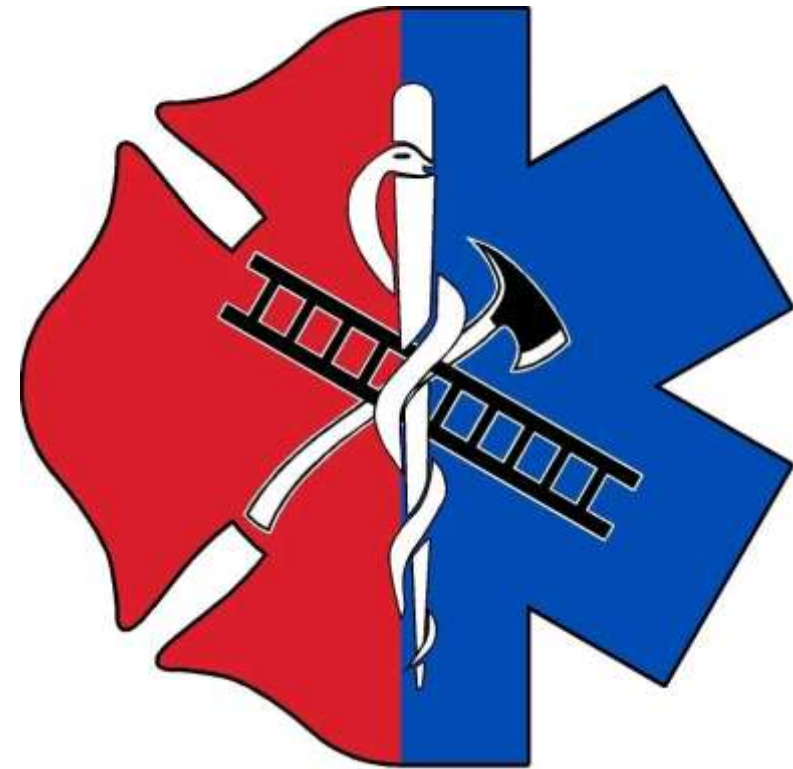
The past two years we have had to replace four staff members, who left Bar Harbor to work at other departments that provide better scheduling and/or benefits.

COST OF HIRING 4 ADDITIONAL PERSONNEL

- Cost to create 4 additional staff
 - \$240,494
 - Expense Page 5 accts. 5105, 5150, 5125, 5410
 - Effect on the Mill Rate for the additional staff positions is 12.5 cents
 - 12.5 cent increase to the Mill Rate adds an additional \$50 annually or \$4.16 a month to the Median Assessed Property of \$400,700

DEPUTY CHIEF OF EMS OPERATIONS

- Manages all aspects of EMS operations
- Moves EMS operations functions from add-on job responsibilities to a full time dedicated role
- EMS agency compliance with state and federal requirements, now requires more time and oversight
- Manage state required EMS training programs to keep staff training current
- Shared with Mt. Desert Fire Dept (60/40)



DEPUTY CHIEF POSITION

- Cost: \$83,033
- Reimbursement: \$33,213
- Total Expense to Bar Harbor: \$49,820
 - Expense Page 5 accts. 1042-5105, 5150
- Effect on the Mill Rate for the Deputy Chief position is 2.5 cents
 - 2.5 cent increase to the Mill Rate adds an additional \$10 annually or 0.83 cents a month to the Median Assessed Property of \$400,700

QUESTIONS





PUBLIC SAFETY BUILDING

FIRE STATION

&

POLICE STATION

PUBLIC SAFETY BUILDING OVERVIEW

- Public Safety Building(PSB) is comprised of both the fire station and police station.
- PSB Shared utilities
 - Water
 - Electric
 - Heating
 - Fire Station has a steam boiler
 - Police Station has a hot water baseboard with heat pumps
 - Propane Generator to provide back up emergency power to the entire PSB

PUBLIC SAFETY BUILDING REPAIRS/MODIFICATIONS

- Fire Department
 - Apparatus floor repaired
 - Several steel beams replaced
 - Floor drains repaired
 - Sealant placed over the concrete floor to reduce water intrusion into the floor system
 - Energy efficient fixtures and lighting installed throughout the building, including PD
 - Apparatus bay doors replaced to meet the needs of the larger fire trucks
 - Currently working on rerouting FD roof drain from the wastewater system and into a storm drain.

PUBLIC SAFETY BUILDING REPAIRS/MODIFICATIONS

- Police Department
 - Renovated interior of the Police Station
 - Improved Dispatch area
 - Created a new office, for the on duty Sergeant
 - Additional work stations added for officers
 - Police Chief now has his own office
 - Added a booking room, with separate rest room facilities
 - Improved locker room for staff
 - Installed Heat pumps

CELL TOWER REVENUE

- Verizon & ATT Cell Tower Leases
- Combined annual lease amount is \$48,566
- Recent projects using Cell Tower Revenue
 - Contributed to the Police Station Renovation
 - Replaced overhead apparatus doors
 - Installed interior paging/radio communications system for the fire station
 - Emergency replacement of the steam boiler in the fire station
 - Roof Drain Work

FY23 BUDGET & CELL TOWER REVENUE PROJECTS

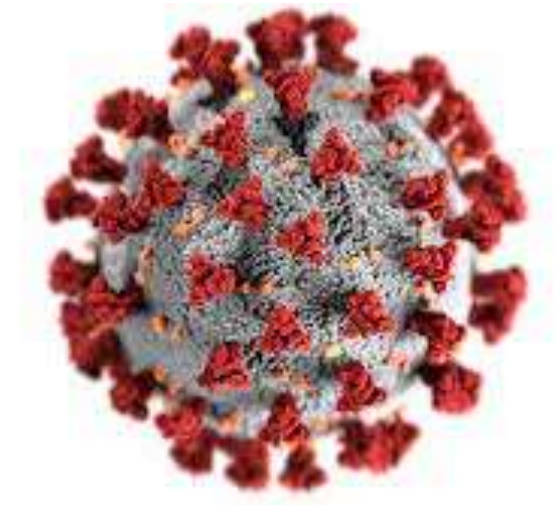
- PSB budget – Expense pg. 7 acct. 1049
 - Increases in the PSB budget are maintenance of effort, to meet increased cost of utilities
 - Electricity cost increase- line 1049-5504
- Cell Tower Revenue Projects – CIP Expense pg. 3 acct. 2149-6244
 - Add additional heat pumps for Police Chief and Lieutenants Offices
 - Remodel and modernize the kitchen for the Fire Station
 - Install heat pumps second floor of the fire station
 - Install automatic door closers on the apparatus overhead doors
 - Shingle Town Hill Fire Station Roof
 - Continue to work towards making the PSB energy efficient



QUESTIONS

EMERGENCY MANAGEMENT/COVID-19

- What is Emergency Management – Acct. 1063
- Covid-19 Response
 - Town of Bar Harbor Received grant funding to assist local COVID Response
 - Purchased masks for the general public
 - Computer to assist with COVID testing
 - iPads for public safety vaccination program
 - They have been repurposed for daily FD operations
 - Supported informational technology needs that arose from the Pandemic
 - Covered COVID related overtime





QUESTIONS