

## Agenda Summary

August 26, 2019

Agenda Item No. 6-2A

### Policy Regarding the Provision of Fire Services

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Summary: Attached is a draft policy for your consideration. It is similar to the Policy Regarding the Provision of Emergency Medical Services that was previously adopted by the Selectboard. Both policies outline the role of the municipal agency and their associated non-profit whose primary mission is to support the municipal agency.

Town Plan Impact: N/A

Fiscal Impact: N/A

Recommendation: Move to approve the enclosed Selectboard Policy Regarding the Provisioning of Fire Services for the Town of Stowe.

Selectboard Policy  
Regarding the Provisioning of  
Fire Services for the Town of Stowe

Policy: The Selectboard of the Town of Stowe acknowledges the importance of fire services within the community. As such, the Selectboard recognizes the important role of the Stowe Volunteer Firefighters Inc. in supporting the mission of the Stowe Fire Department. Therefore, it shall be the policy of the Selectboard to encourage a collaborative relationship between the employees of the Town of Stowe and the Stowe Volunteer Firefighters Inc., in matters relating to ensuring adequate resources are available for the provision of fire department services in the Town of Stowe

Purpose: The purpose of this policy is to outline the role of the Town of Stowe Fire Department and Stowe Volunteer Firefighters Inc. It is also the purpose of this policy to provide guidance in how the Town of Stowe and the Stowe Volunteer Firefighters Inc. may interface collaboratively

Roles of the Town of Stowe Fire Department:

1. The Town of Stowe shall hold the title to all associated equipment.
2. The Fire Chief shall be an employee of the Town of Stowe and shall be responsible for fire services in accordance with his or her job description as approved by the Town Manager.
3. The Fire Chief shall appoint and dismiss all volunteers. Volunteers do not have employment rights and may be dismissed at-will.
4. The Fire Chief shall appoint and dismiss all officers of the department.
5. The Town Manager shall be responsible for hiring the Fire Chief with the advice of a committee. The advisory committee should include a representative(s) of the Stowe Fire Department and anyone else that the Manager may desire to advise him/her.
6. The Town Manager shall be responsible for evaluating and providing corrective action to the Fire Chief.
7. The Town of Stowe Selectboard shall be responsible for the expenditure of all public tax dollars, the adoption of the annual operating budget and capital program for consideration by the voters, adopting municipal policies and procedures, and any plans for the future of the Town of Stowe or the Stowe Fire Department within the authority of the Town Charter.
8. The Town of Stowe shall be responsible for paying volunteers, adopting a departmental budget to support the departmental mission, and providing insurance for the equipment and operations.

Roles of Stowe Volunteer Firefighters Inc.

1. Stowe Volunteer Firefighters Inc. is a non-profit organization that is under the operational control of its members and Board of Directors as they may decide under the laws of the State of Vermont.

2. Their mission is to support the members of the Town of Stowe Fire Department. As such, they may accept donations, raise funds, and release them as they may decide. Such money shall not be considered public money and shall be separately accounted for by the Stowe Firefighters, Inc. Offers to donate money from Stowe Volunteer Firefighters Inc. to the Town of Stowe, shall be made in writing for consideration by the Stowe Selectboard.
3. The Stowe Volunteer Firefighters Inc. Board of Directors will work with the Fire Chief to ensure a team spirit among all volunteers and employees.
4. The Stowe Volunteer Firefighters Inc. Board of Directors will work with the Fire Chief on volunteer recruitment and retention, including volunteer recognition.
5. The Stowe Volunteer Firefighters Inc. Board of Directors and the Fire Chief are expected to work together in building and sustaining strong community relations.
6. At any time, the Stowe Volunteer Firefighters Inc. Board of Director's may bring matters of concern to the Fire Chief's attention. If the matter is not satisfactorily resolved at that level, the issue may be brought to the Town Manager, then the Selectboard.

IN WITNESS WHEREOF, this Fire Department Services Provisioning Policy is hereby approved and adopted by the Selectboard for the Town of Stowe, on this, the \_\_\_\_ day of \_\_\_\_\_, 2019; to be effective as of \_\_\_\_\_, 2019. ATTEST:

\_\_\_\_\_  
William Noyes, Chairman

\_\_\_\_\_  
William Adams, Vice Chair

\_\_\_\_\_  
Lisa Hagerty

\_\_\_\_\_  
Morgan Nichols

\_\_\_\_\_  
Neil Van Dyke

UNDER SEAL OF THE TOWN, received, filed and recorded on this \_\_\_\_ day of \_\_\_\_\_, 2019 at \_\_\_\_ m.; ATTEST:

\_\_\_\_\_  
Office of the Town Clerk