

TOWN OF HOLLIS
MUNICIPAL FIRE AND EMERGENCY MEDICAL SERVICES
ORDINANCE

Article 1 Title:

This Ordinance shall be known as the Town of Hollis Municipal Fire and EMS Ordinance.

Article 2 Purpose:

The purpose of this ordinance is to:

- A. Establish a Municipal Fire and EMS Department with the responsibility for preventing and extinguishing fires, providing fire prevention training and material, responding to medical emergencies to provide care and transport of the sick or injured in accordance with applicable laws and protocols and responding to other emergency situations as deemed appropriate by the Municipal Officers and the Fire Chief.
- B. Authorizing the Fire and EMS department to provide aid and emergency service outside the Town of Hollis.
- C. To define the duties, powers and responsibilities of the chief, other officers, and personnel of the department.
- D. To provide the maximum legal protection to the town, the chief, other officers, and personnel of the department
- E. To assist in providing for the health and safety of the residents and property owners of the Town of Hollis from an emergency services standpoint.
- F. Identify the document that describes the Standard Operating Procedures, Standard Operating Guidelines and pay and benefits for the members of the Municipal Fire and EMS department.

Article 3 Authority:

This ordinance is enacted pursuant to 30-A MRSa S 3001, 3151 thru 3157.

Article 4 Fire and EMS Department structure and personnel:

- A. Chief
 - 1. The municipal officers shall determine the qualification requirements of, and the compensation for the Fire Chief.
 - 2. Employment will be for an indefinite period with annual performance reviews.
 - 3. Responsibilities
 - i. Direction of all emergency personnel in the performance of their duties.
 - ii. Personnel recruitment, training, safety, and discipline.
 - iii. Care and maintenance of all property and equipment owned or used by the department.
 - iv. Consultation and cooperation with the Board of Selectpersons and other municipal officials of the Town of Hollis on pertinent issues.
 - v. Annual preparation and submission of a budget relating to the efficient operation of the department.

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- vi. Training of senior officer staff (Chief officers and Captains) to ensure their ability to manage the department in the Chief's absence.
- vii. Suppress disorder and tumult at the scene of any emergency and generally direct all operations to prevent further destruction, damage, or loss of life.
- viii. Establish rules, regulations, standard operating procedures, and guidelines.
- ix. Establish work condition rules and guidelines that follow the federal and state laws that govern work conditions for emergency personnel and compensation rules and guidelines in accordance with industry standards and practices.

4. Powers

- i. With approval of the municipal officers, employ all municipal firefighters and EMS Personnel, appoint assistants or deputies and other officers as required with specific duties of each identified clearly.
- ii. With approval of municipal officers, adopt administrative regulations relating to municipal fire protection consistent with other town ordinances.

B. Firefighter

1. Duties

- i. Firefighters are under a duty to extinguish all fires to which they are called, to protect lives and property endangered by fires and to carry out all other related activities as directed by the Fire Chief or their designee.

C. EMS Provider

1. Duties

- i. EMS providers are under a duty to treat the sick and injured to which they are requested, to do no harm in the practice of medicine, to follow all applicable laws and protocols established by the appropriate governing bodies of EMS in the State of Maine and to carry out all other related activities as directed by the Fire Chief or their designee.

D. Structure

- 1. To be set up by the Fire Chief and municipal officers in accordance with State and Federal Laws and town needs.

Article 5 Pay and Benefits

- A. A pay scale that coincides with the industry normal and maintains competitive rates with other Fire and EMS services in Southern Maine will be developed, maintained, and implemented by the Fire Chief with approval by the Municipal Officers.
- B. Applicable medical benefits will be provided to all full-time staff members in accordance with state and federal laws and equal to the benefits provided to any other full-time

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employee of the Town of Hollis unless otherwise negotiated in accordance with any other provision of this ordinance.

- C. Paid time off (sick, vacation, holiday bereavement etc..) will be described in full detail in the department SOP's and will follow industry standards and common practices pertaining to accrued time and standard work week lengths following all federal and state laws and guidelines.
- D. Overtime needs/opportunities will be determined by the Fire Chief or designee on an as needed basis in a fair and equitable fashion to include all qualified department members and officers in an appropriate rotation. Following all industry standards and common practices.

Article 6 Automotive Fire Apparatus

- A. Apparatus purchased by the Town of Hollis must be in accordance with applicable standards for Fire Protection Apparatus which were current at the time of construction.
- B. Apparatus will be maintained appropriately in accordance with industry standards
- C. Apparatus will be kept in serviceable condition (in service) for as long as reasonably possible while remaining in accordance with NFPA 1911 (standard on inspection, maintenance, testing, and retirement of in-service emergency vehicles) and NFPA 1911 Annexes.

Article 7 Mutual Aid

- A. The Fire Chief, upon request for assistance from the duly authorized representative of another municipality or agency may send assistance as deemed appropriate while still maintaining adequate fire protection for the Town of Hollis.
- B. The Fire Chief may request assistance from other municipalities or agencies as he/she deems necessary to adequately protect the Town of Hollis
- C. The Fire Chief may enter into appropriate mutual aid agreements or M.O. U's with other municipalities or agencies as they pertain to Fire and EMS protection and operations.

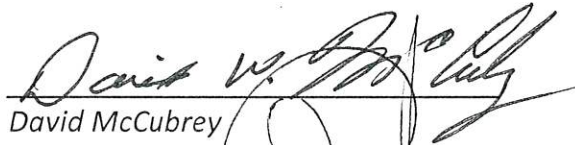
Article 8 Validity/Severability/Conflict

This ordinance replaces the ordinance titled "Town of Hollis Municipal Fire Department Ordinance" and takes precedence over any other ordinance pertaining to or effecting the Fire and EMS services. If any provision of this ordinance is found by a court of competent jurisdiction to be unenforceable, the remaining provisions shall continue in full force and effect.

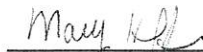
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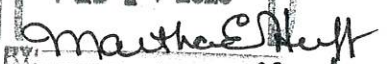
Ordinance enacted as voted on under Article 31 at the June 14, 2022 Hollis Annual Town Mtg.

Hollis Select Board:


David McCubrey

John Rogala


Mary Hoffman

RECEIVED
FEB 21 2023
BY: 
Hollis Town Clerk