

## Minutes from the February 22, 2016 Bolinas Fire Protection District Board Meeting

Pres. Bass called the regular meeting of the Bolinas Fire Protection District to order at 7:00PM. Vice Pres. Chiera, Dir. Shaw, Dir. Kimball and Dir. Gade were present. Also present: Chief Brown and Secretary Brown and Asst. Chief Steve Marcotte.

MSC Gade/Shaw (unan) to approve the agenda.

### **CHIEF'S REPORT**

#### **Mera**

Chief Brown and Asst. Chief Marcotte attended the MERA Coverage Workshop held on January 26<sup>th</sup> at the Marin Civic Center. While coverage is critical to first responders, environmental challenges to reception and feasibility is a parallel assessment. Geographical valleys and mountains, etc., can block and/or slow down reception. Higher radio frequencies travel less easily around geography while lower frequencies can bend around mountains and other geography more easily. The new sites were reviewed and ranked based on CAD data which reflects call volume. The current proposal for four new sites to be included in the Gen II project includes Tomales, Martha, Wolfback Ridge and Muir Beach. The Redwood Landfill, Coyote Peak and Golden Gate Bridge Toll Plaza sites would be included if funding becomes available. The proposed site at Muir Beach would improve needed coverage for Stinson Beach, Muir Beach and a long stretch of Highway One between Stinson and Muir Beach. A special meeting was scheduled the following day to receive a report regarding the workshop. Due to scheduling conflicts, neither Chief Brown nor Asst. Chief Marcotte was able to attend.

#### **Prevention**

Dir. Shaw spoke with Chief Brown previous to the meeting about her concern regarding the significant increase of vehicles and visitors to the Coastal Trail which starts at the Palo Marin Trailhead. Last weekend was especially flooded with hundreds of visitors due to the fair spring weather, a three day weekend and recent media coverage of Alamere Falls. With an increase of visitors brings a potential increase of calls for assistance. Accessing the trail head becomes more difficult due to parked vehicles along Mesa Road from the Trailhead as far out as the water tanks. Once the Palo Marin parking lot was full, NPS staff closed the lot and turned visitors around. Visitors then parked along Mesa Road, reducing it to one lane in places, backing up traffic and blocking various gates and driveways. Chief Brown contacted Chief Ranger David Schifsky at the National Park Headquarters to set up a meeting to discuss the situation. It is an issue that is ultimately the responsibility of the Park to resolve. Options that have been put forth by

members of the public include a shuttle service but this does not address the problem of where to park visiting cars. In addition to road issues, Chief Brown spoke to the District's ability to respond to increased calls for assistance into Park land. The District has a long standing mutual aid relationship with all agencies in West Marin, including the National Park. As with all mutual aid requests, if the District has sufficient staffing to cover potential calls in town as well as respond to the mutual aid request, we will always do so. If there is not sufficient staffing, it is understood that that our first priority is the town of Bolinas. Chief Brown will be meeting with Chief Ranger Schifsky to further discuss the situation and potential options for mediating the impacts of the higher volume of visitors to the Park. She encouraged the Board members as citizens to also contact the Chief Ranger with their concerns.

Dir. Shaw suggested that Park staff meet with representatives from the California Highway Patrol, the Marin County Sheriff Department, the Point Reyes Fire Department, the Marin County Fire Department and the Bolinas Fire Department to first discuss options and solutions before involving the public.

Chief Brown will keep the Board updated with any further discussions or decisions regarding the issue.

### **Inspections**

None.

### **Planning**

20 Nymph Road – Demolish existing residence, construct new one

324 Ocean Parkway – Addition

23 Rafael Way – Single family residence remodel

28 Crescente – Single family residence

350 Fern – Studio addition

415 Yucca – Legalize Second Unit

380 Larch Road – New septic system, habitat restoration

480 Horseshoe Hill Road, Barn construction

555 Dogwood – New Construction

210 Laurel – Legalize second unit, new guest house

350 Lauff Ranch Rd. – Legalize multiple structures

4900 Shoreline Highway - Remodel

120 Horseshoe Hill Rd – Addition, remodel

10 Olema-Bolinas Rd – Second Unit

11 Brighton – propane tank placement

370 Overlook – Remodel, addition of 2<sup>nd</sup> unit

### **New**

100 Mesa Road – AT&T Communications Tower Modification

**Grants**

No update.

**Training**

Training continues to focus on EMT recertification inter mixed with Structure Suppression operations. Chief Brown thanked Asst. Chief Marcotte in person for all of his dedication and great work done preparing for and leading the trainings. She added that he has saved the District large amounts of money by volunteering his expertise and time.

**Volunteers**

No update.

**Apparatus**

No update.

**Disaster Council**

Beth Carusillo, Chief Brown and Richard Dillman are planning a meeting with all of the Area Coordinators and the Neighborhood Liaisons to issue new radios to the NL's and to train everyone how to communicate with them on Wednesday night, February 24<sup>th</sup>. Chief Brown expressed how grateful she is to Susie Tompkins-Buell for her generous donations which have made purchasing the new radios possible. She encouraged the Board to also thank Susie if they meet her at an event or downtown.

**Resource Recovery**

Chief Brown was unable to attend the most recent Resource Recovery meeting held on Monday February 22<sup>nd</sup>. She plans to get an update from GM Blackman and then update the Board.

**Building and Grounds**

Chief Brown spoke with Steven Siegel, Director of the Coastal Health Alliance, regarding their project to modify the interior of the clinic. Steven has received an estimate from the original facilities architect, RRM, for modifications to the building in order to create a more secure environment for the employees. Steven contacted Chief Brown as the estimate was very expensive and he was looking for less expensive options. Chief Brown contacted Capt. Smith who recommended using a local architect or a contractor who could design and build the requested modifications.

**General Operations/Administration**

Chief Brown reported that the Bolinas Community Public Utility District hired a contractor to conduct necessary tree work on Olema-Bolinas Road

next week. The road may be open to one lane traffic at times but should be completed by March 11<sup>th</sup>.

Chief Brown attended a meeting of the C-SMART Technical Advisory Committee on February 10<sup>th</sup>. Many agencies attended including water and fire districts, the Coastal Commission and the Department of Public Works. The Committee separated everyone into small groups to discuss strategy options and resources required directly related to the assets and vulnerabilities in each jurisdiction. Assets discussed included parcels and buildings, transportation, utilities, working lands, recreational areas, emergency services and historic and archeological resources. Strategy options include protect, monitor, manage, retreat and accommodate. Key partners and required resources were identified for each area. All of the material provided was in draft form and was intended to be used for discussion only.

### **Surfers' Overlook Repair/Terrace Avenue**

Chief Brown reported that Phase One of the project is almost complete. The County is resolving some small remaining issues with adjacent property owners. Funding for Phase Two is undetermined.

### **PERSONNEL**

None.

### **GENERAL BUSINESS**

Action Item #1: Consider AT&T request to modify communications tower; addition of three antennas and replacement of six existing antennas.

On November 5, 2015, TSJ Consulting contacted Chief Brown informing her of AT&T's plan to modify their communications tower located on fire district property. Plans include replacing the existing six panel antennas, adding an additional three antennas, and adding six new Radio Remote Units. Chief Brown informed TSJ Consulting about the lease amendment with AT&T made in 2011 that requires the AT&T site to operate within 10% of the established baseline level of RF emissions. Dir. Kimball has since questioned the exact meaning of the wording in the amendment as to whether it implies ten percent of the baseline level of emissions or ten percent in addition to the baseline level of emissions. Also, the wording in the amendment was not clear as to whether the limit applied to future modifications or only to the modification made to the tower in 2011. The Board discussed the different interpretations and concluded that in any case, the proposed modifications to the tower would result in an exposure level that is 9% of the FCC allowable limits. Chief Brown recommended approving the request to the Board. Dir. Kimball remarked that even though the Board cannot legally prohibit AT&T from modifying the tower, they can require them to continue to measure changes in emission levels and to submit reports twice a year.

Chief Brown added that Ian Johnson has noted that the replacement antennas will have lower emissions than the current models as they are technologically improved units with reduced emissions.

Dir. Shaw asked if legal advice was taken when the amendment was written. Chief Brown answered that legal advice was given by the County repeatedly during the writing of the amendment.

Asst. Chief Marcotte remarked that the language in the amendment is ambiguous regarding the limit of emission levels and its future application to modifications to the tower. Also, he noted, it did not specify the time of day when testing should be done. The results are very different according to the time of day when measurements are taken.

MSC, Kimball/Gade (unan) to approve the AT&T request to modify the communications tower; addition of three antennas, replacement of six existing antennas and addition of six new Radio Remote Units.

### **CONSENT CALENDAR**

MSC, Shaw/Chiera (unan) to approve the Minutes from the January 25, 2016 regular meeting.

MSC, Kimball/Chiera (unan) to approve the warrant lists from January 19 – February 16, 2016. Pres. Bass asked if the Building Maintenance Reserve accounts have been reviewed with the Coastal Health Alliance. Chief Brown answered that the review is in progress, but not yet completed.

MSC, Shaw/Gade (unan) to approve financial reports for December 2015 including account balances.

Dir. Kimball appreciated the full quarterly financial report that includes a detailed budget report, balance sheet and statement of cash flows. The Board reviewed the budget report and questions were asked about different expenditures including long distance phone costs. Different options were discussed. Chief Brown will consult with Ian Johnson on cost saving options. The budget report was also discussed as to whether it should be based on an annual or year-to-date time line. Sec. Brown will create the next budget report based on the entire fiscal year.

### **PUBLIC EXPRESSION**

None.

### **BOARD MEMBER REPORT**

None.

### **COMMITTEE REPORTS**

None.

**PERSONNEL MATTERS**

None.

**ANNOUNCEMENT**

None.

**GOOD OF THE ORDER**

Dir. Shaw appreciated Pres. Bass's leadership throughout the meeting. She asked Sec. Brown to include Chief Brown and Sec. Brown in the 2016 Board Member contact list.

**ADJOURNMENT**

MSC, Gade/Chiera (unan) to adjourn the meeting at 8:23 PM.

Respectfully submitted,

Molly Brown  
District Secretary

Note: All minutes to all Board meetings are available for review at the Bolinas Library.