

**COLCHESTER HAYWARD FIRE DEPARTMENT  
MONTHLY OFFICER'S MEETING  
MONDAY, April 6, 2009**

MEMBERS PRESENT: Chief Cox, Pres. Martin, DC W. Standish, 1AC. McMinn, 2AC McKenna, Capt. Jones, Capt Evans, Capt. Giudice, Lt. Brown, Lt. Knapp, R. Goodrich, G. Avery, J. Babineau,

Chief Cox called the meeting to order @ 1900 hours.

Motion made by J. McMinn and 2nd by K. McKenna to approve the March minutes, approved.

Citizen's Comments: None

Budget Issues: Next yr fiscal budget: special BOS meeting currently taking place to revisit next yr's numbers. The town will be going to bond for fire truck & ambulance, high school track, portables. Items to be numbered.

This yr's budget : attempt to hold line, freeze expenditures except request for EMS gear (\$1500), and training (\$10,000) apprx. Figures.

Career Staff/Personnel: Introduced new Administrative Assistant – Jean Walsh

K. McManus working short term per diem to cover for D. Lee

Sue Dubb, back in service, SOP re: radios – Matt O'Connor will only get radio when on duty.(no radio car to be assigned ) As well as Keith Erickson.

Training: Chief McKenna given email re: Lisbon FD will be having training. (water supply tanker shuttle)

Discussed on Salem, CT : House of Doors: burn house being requested.

April training calendar posted. We have to revert to last yrs. #'s. Category 3 requires training : (13) 6 people off list, leaves 7 on list. 3 additional members removed from list due to review of list and update as to having performed training. Have till 4/15 to obtain their training.

2 members to change status: Heidi Palms – no longer wants to hold MRT cert, will stay in Fire Police div.

Lt Sandy Brown – will stay in fire div, change to exterior firefighter.

\$5000 re-certs & training will be scheduled.

Many people doing online testing: no required passing grade. 2AC is recommending 70% minimum standard, for all past and future tests. If 70 is not obtained – re-tests to be reviewed as possibility , or course will have to be taken again. Pool of questions will be reviewed as well.

Recommendation: a larger pool of questions should be included.

Thurs. 4/9 will be proposing bylaw change: section 1(b) – to be removed, 3(a) – recommending word training to be removed. Points no longer used, replaced by matrix. Should be less confusing for audit committee.

J. Knapp – question on what training is needed. Every one is required to have exact training. Is matrix going away. No. Will lump any non-specific training will be lumped inot other. Capt responsible for staff to meet training requirements. Wants to discuss this further. Warning: point

system is the only way a member can be removed. To remove points is dangerous. However – more important is to keep people on roster to keep people attending calls.

Chief: confined need for space, hazmat, and trench rescue questioned status. Training to be set up for fall.

EMS: Capt. Evans: print issues of ER's. – to work w/ J. Knapp. 528 is working fine. Middlesex hosp. Coordinator will be asked for a set of guidelines for Marlborough clinic.

EMS week 5/23-5/31. Appreciation either fri. or sat., public relations campaigns around town. Staffing an ambulance for UConn 4/23-25.

Sign up sheet, 6/6 - fun fair, 5/9 - Salmon river race 4/23 – touch a truck.

Will maintain paper refusals. Tough Books may not be available.

Invoice for Fred Potter: Miraglia, Debuono

Trevor Reid – officially EMS admin.

Paper run forms must be left at facility unless there are extenuating circumstances, and cleared by ER. (notebook jam).

Captain's Reports: Capt. Guidice: co 2, floor – to be scheduled. May effect Grad Night request for facility use. Live fire training Sat. 4/10

Fire police: 328 back in service. Made it thru an entire call !

Chief's Reports: K. McKenna- nothing , J. McMinn : bags – not many left. Recommend to get members involved in strategic plan. Drill is needed. Could be added in report, for points.

DC Standish: 159 calls in March, 479 for year. NFIRS change in incident numbers.

Chief Cox – will try to get 4/20 for strategic plan meeting. Ambul & truck committees not formally made. Looking for members for each committee. Market being reviewed for truck.

This week BOS – approved \$68,000 Prevention Safety Grant..

Mohegan Fire Department(MTNFD Paramedic) intercept agreement also approved. Paramedics to be provided upon request, when available.

QVCC usage of room for 10 dates: \$250 donation to fire company. Motorcycle instructional safety for DMV.

Presidents Report: Pres. Martin – request from member to use meeting room for baby shower.

Motion made by W. Standish, K. McKenna seconded to adjourn the meeting @ 17:55 hours, approved.

Respectfully submitted,

Jean Walsh  
Admin. Assistant