

**COLCHESTER HAYWARD FIRE DEPARTMENT  
MONTHLY OFFICER'S MEETING  
MONDAY, March 9, 2009**

**Members Present:** Chief Cox, DC Standish, 1AC McMinn, 2AC McKenna, Capt. Jones, Capt. Papp, Pres. Martin, HSO Rowland, Capt. Evans, Lt. A. Ewings, Lt. O'Connor, Lt. Greenman, Lt. Brown, J. Knapp, R. Goodrich, G. Avery, Secretary K. McNamara

Chief Cox called the meeting to order @ 1904 hours.

Motion made by W. Standish and 2<sup>nd</sup> by J. McMinn to approve the February minutes, approved.

**Citizen's Comments:** Are Officer's formatting a response to address citizen comments from survey? Chief Cox has read full report and will respond to citizen comments. Presentation by Gary Avery- Purpose: Establish consensus for ET 228's replacement criteria.

Motion to view by Chief Cox, 2<sup>nd</sup> by Jess McMinn.

**Budget Issues:** 2010 budget- Co. 1 2.1% increase. Co. 2 -3.7%. Biggest cuts, use of propane/fuel oil. Chief Cox discussed lease purchase, alternative financing and FHA options with BOF. Put in transfer of funds for overhead door seals, approved by BOS/BOF cost is \$2,002. All new purchases must be cleared through Chief Cox. See Kellie for requisition approval form. Out of service fire police vehicle -10 weeks.

Remaining \$ for '08-'09 Budget year

- Protective gear – EMS member gear needed. George will get cost to Chief Cox in next couple of days to repair fire gear.
- Emergency medical supplies
- Fire equip supplies
- Training - Ken is going to forward training needs
- Svc Contracts – Issue generator service, mix up with Advanced and Detroit Allison. Advanced came in 2 times w/out contract. Greg Plunkett spoke to both to straightened.
- Vehicle maint - Over budget ET 328 engine repair. Tire replacement - fleet maintenance over 7 yrs old.
- Fuel oil topped off. Now locked in at cheaper price.
- FF Foam ordered. Already in

**Career Staff/Personnel:** Don Lee is on light duty. Union contract 3-year contract. Any concessions will be addressed by the Town. Complaint against Ryan Goodrich by Annemarie Cwikla. Chief Cox read response letter from Ryan Goodrich. Trevor Reed- Audrie will speak to him about becoming EMS administrator. Annemarie Cwikla is acting Engineer until qualified. Recommendation to go forward and have her do checks, put a hold on official position until she meet requirements. Audrie will advise her of that.

**Training:** Hazmat class completed in Salem. Fire Fighter 2 class, in house pump class and EMT class starting. Chief has approved DIR-011 training directive. New qualification spreadsheet created by Cap. Evans & Asst Chief McKenna. Members are asked to look to see if info is accurate. Requesting participation in Special Needs Mgmt session on March 19<sup>th</sup> at 0900 at the Town Hall. Contact Chief Cox or Kellie if interested. Ryan Goodrich to attend training.

**Captains' Reports:** Braun coming to Company Mo. Meeting on Thursday to demo ambulance. Revision SOP-002. EMS charts having trouble connecting to network and printer issues. Water and Rescue SOP to Chief Officers, read and signed. Dept. of pub health certificate of operation name change. Submitted

grant for Training trailer on 3/6/09. Upcoming grants: vehicle & safety equipment and Fire Fighter Fund-Technology grant is still alive, decision in Q1 2009. This month is SEPA month. Filtration systems grant, looking at Companies now. Member submitted - Lt. O'Connor, Duty Officer motion to move. Issue with a decrease in staffing this past year. Lt. Lee put out a spec book available to view. Badge issuing caught up. Strategic plan discussion very positive. Need to formalize date for next meeting. NFIRS up to date-Royce sent out. Green sheets not being completed.

**Chief Officers Report:** BOF special meeting on Wednesday 3/11/09 1830 on bond issue - encourage everyone to attend. NFIRS report, proper paperwork. Strategic plan meeting was held on 3/8/09. Officer's to review Gary Avery presentation and make recommendations.

**President's Report:**

Cap. Papp to bring concerns about manpower issues up at mo. meeting on Thurs. State of CT Political Action Committee participation.

Motion made by K. McKenna to adjourn the meeting @ 2120 hours, seconded by J. McMinn approved.

Respectfully submitted,

Kellie McNamara, secretary