

# Deep River Board of Fire Commissioners

57 Union Street • Deep River, CT 06417

Aug. 4, 2015

The August 3, 2015 meeting of the Deep River Fire Commission began at 7:00 P.M. with Spitzschuh, Lee, Lanouette, and Budney. Bowden was excused.

The minutes of July 6th were accepted with one addition. Minutes should have included a discussion about posting for a permanent Fire Marshal. Moved by Budney, 2<sup>nd</sup> Lee. Unan.

The Financial Statements were reviewed.

They budget ran over a little more Than \$1,000.00. However the Fireman's Incentive Program was not listed. Lanouette will inquire why this was omitted.

Two invoices were received from Valley Shore Emergency Communications. The Invoices are for no charge.

All other bills were normal.

The Chief reported nine calls.

He spoke about an incident involving a Workers Comp case. This incident is being looked into.

Deputy had no report.

There was no Engineer's report. There was no Chairman's report.

There was no Chairman's report.

Lee distribute the Fire Marshal's Activity Report. There were also samples of his fire Inspection reports. (Bowden asked for.)

The Commission again agreed that the Fire Marshal should be keeping a record of his time for Inspections, Fire calls, writing reports, etc.

He explained that there are a few meetings the Fire Marshal could not attend, due to his work schedule.

Old Business, a plan for writing, posting, setting deadlines for resumes, interview process, expected start date, and other questions and concerns about hiring a permanent Fire Marshal, were discussed.

The Chief handed out a sample Job Description, which was reviewed and adjusted to fit Deep River's needs. This will be brought to the Selectman for review, and editing. He will advise the Commission on where he thinks this posting should go. After the resumes are collected, the Commission will review this situation at the September meeting. It was also mentioned, that a Special Meeting may need to be scheduled to finish this process.

Under Old Business, Lanouette asked about the file cabinet for the Fire Marshal. There was also a discussion concerning the lack of man-power during daytime hours. Budney asked the Commission to think of ideas to correct or change the problem.

Meeting adjourned at 8:05.

Moved by Lee, 2<sup>nd</sup> Lanouette. Unan.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Elizabeth Thompson".

Clerk

**Office of the Fire Marshal  
Town of Deep River**

**FIRE MARSHAL ACTIVITY REPORT JULY 2015**

- 7/3/15 5FM conducted a re-inspection of Inventec at 500 Main St Unit 18.
- 7/7/15 5FM conducted a re-inspection of APS Robotics located at 500 Main St Unit 9.
- 7/8/15 Fire Department responded to Route 9 North Exits 5-6 for an MVA.
- 7/17/15 Fire Department responded Mutual Aid to 19 Tower Hill Rd in the Town of Killingworth for a structure Fire. Units assisted with overhaul and secured without incident.
- 7/20/15 5FM issued a blast permit to Shoreline Blasting for the sewer expansion project on River St.
- 7/22/15 Fire Department responded Route 9 North exits 4-5 for an MVA. Units secured hazards and took 1 refusal.
- 7/23/15 Fire Department responded to West Elm St & Hillside Ter for a 1 car MVA. FD took 1 refusal and turned the scene over to CSP.
- 7/27/15 Fire Department responded to the area of 6 Rattling Valley Rd for a 1 car MVA. Units assisted with patient care and assisted with packaging the patient.
- 7/28/15 5FM signed a Temporary Liquor Permit Application for an event in August at Devitts Field.
- 7/28/15 Fire Department responded to 1 car MVA in the area of 160 Rattling Valley Rd. Units took 1 refusal and units cleared.
- 7/29/15 5FM conducted a re-inspection of The Lace Factory at 161 River St.

- 7/30/15 Fire Department responded to Route 9 South exits 6-5 for a 1 car MVA. Units assisted with packaging the patient and checked for hazards.
- 7/30/15 Fire Department responded to 140 Essex St to assist EMS with lifting and packaging a patient.
- 7/31/15 5FM conducted a tent inspection at Plattwood Park for a fundraiser event.