

TOWN OF NEWTOWN
NEWTOWN, CONN.



BOARD OF FIRE
COMMISSIONERS

AGENDA

There will be a regular monthly meeting of the Newtown Board of Fire Commissioners on Monday, October 19, 2009, 7:00 p.m., at the Sandy Hook Fire Department.

1. Approval of minutes of Regular Meeting of 9/29/09.
2. Correspondence to the Board of Fire Commissioners.
3. Correspondence from the Board of Fire Commissioners.
4. Marshal's Report for the month and remarks from the Marshals.
5. Reports of Standing Committees.
6. Public Participation and additions to agenda.
7. Old Business
 - 2010/2011 BOFC Annual Budget Burton
 - Final Headcount for Annual Dinner Meeting Cragin
8. New Business:
 - Equipment Guidelines (standards) Burton
 - Training Reimbursement Guidelines (standards) Burton
 - Nomination of Civilian Commissioner
 - Nomination of Vice-Chairman 09-10
 - Nomination of Chairman 09-10
 - Training Funds Cragin

IF YOU PLAN TO ATTEND THIS MEETING AND REQUIRE HEARING ASSISTED DEVICES OR AN INTERPRETER, PLEASE NOTIFY THE OFFICE OF THE FIRST SELECTMAN AT LEAST 48 HOURS PRIOR TO THE MEETING.

Kevin A. Cragin
Chairman

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BOARD OF FIRE
COMMISSIONERS

AGENDA

**ANNUAL DINNER MEETING
THE NEWTOWN BOARD OF FIRE COMMISSIONERS
Monday, October 26, 2009
6:00 p.m.
Mona Lisa Restaurant**

1. Reappointment of Fire Marshal
2. Reappointment of Deputy Fire Marshals
3. Election of Civilian Commissioner
4. Election of Vice Chairman
5. Election of Chairman
6. Adjournment of business portion of meeting. Dinner to immediately follow.

IF YOU PLAN TO ATTEND THIS MEETING AND REQUIRE HEARING ASSISTED DEVICES OR AN INTERPRETER, PLEASE NOTIFY THE OFFICE OF THE FIRST SELECTMAN AT LEAST 48 HOURS PRIOR TO THE MEETING.

Kevin A. Cragin
Chairman

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**BOARD OF FIRE
COMMISSIONERS**

September 29, 2009
Hawleyville Fire Department

Commissioners Present: Cragin, Burton, Dugan, Goosman, O'Keefe, McCulloch and Wlasuk.

The meeting was called to order at 7:00 p.m.

Marshals Present: Frampton, Ketchum, Halstead, and Ober

Minutes

Correction: remove Farrell as a Marshal.

MOTION: Goosman moved that the minutes of August 24, 2009, be accepted as corrected.

SECONDED: Wlasuk

Motion: minutes passed as corrected.

Correspondence to:

<u>Date</u>	<u>To/From</u>	<u>Subject</u>
9/28/09	BOFC/Purchasing Authority	Awarding Bid to Pierce Manufacturing for #221 and #441

Correspondence from:

<u>Date</u>	<u>To/From</u>	<u>Subject</u>
9/25/09	Tait/Cragin	Requesting the Purchase for #221 and #441.

Fire Marshals Report:

- For the month there were 81 calls, 388 incidents, and 380 hours worked. Total fees collect \$90.00.
- Halstead reviewed aspects of the NHS edition.
- Check driveway access at Regency.
- 11 Queen St. found blasting caps.
- Frampton had 7 incidents at NHS.
- Fire Drill Children's Adventure Center.
- NHS and new Town Hall consuming many of Halstead's and Frampton's hours.
- Replacement of tank on Marlin Road – is this taking place? Burton hired Dave Charney to dig up top to see who manufactured it to determine who will repair it. Rock underneath needs to be taken away. Halstead knows who manufactured it. He will let Burton know.
- Annual Dinner to be held at Mona Lisa. Halstead will reserve.
- Another Eagle Scout will do a project come spring time. He will paint all the hydrants. BOFC will pay for the paint.
- FFH training – contact Marie DeMarco (land management person for FFH or Halstead first).
- Fire extinguisher training is available for all departments.

Standing Committees:

Budget: no report.

Radio: no report

Trucks:

- DOT and pump testing continuing. Ladder truck has been repaired. All other trucks are in service.

Policies and Procedures: no report

Hydrant: no report

Purchasing Agent: Burton stated that the truck contracts were given to Pierce on Monday. Capital equipment list will go out to bid next week.

NUSAR: no report

Public Participation:

- Rivera reported that NH&L went to FFH for a regular drill. Told security – not using any buildings; just hydrants. Got clearance. Then ordered by Marie DeMarco to leave. They left in order to avoid any further disturbance. DeMarco has not been very responsive in regards to drills at FFH.
- Halstead would like to avoid the middle person and to have all requests go through him. Bill will then contact the FFH Authority. FFH Authority is concerned about the drills using up the water from the hydrants. Halstead will report back to Cragin.

Additions to the agenda: Existing #221.

Old Business:

None

New Business:

- Existing #221 – Dodgingtown would like to use the funds for selling #221 to pay for the new #221.
 - Cragin stated that the town sells the trucks and that the BOFC may not have any say on where the funds go.
 - When checks come in for any trade in, it goes towards paying off the new truck purchased not into the general fund per Halstead.

MOTION: Burton moves that the Board request Cragin to meet with Tait to ask permission to sell #221 outright and that Dodgingtown will oversee the use of these proceeds towards the new engine.

SECONDED: Wlasuk

MOTION AMENDED: Burton moved that the BOFC and Dodgingtown have say over the proceeds received from the sale of #221.

SECONDED: Goosman

MOTION PASSED

- 2010/2011 Budget Comments –
 - Fire Prevention Officer – Zilinek is currently doing this job.
 - Halstead requested \$1 raise for Zilinek and Ober for this budget. If Fire Prevention Officer is not needed, use funds towards raise. Currently Dave receives \$18.50 and Zilinek \$17.50.
 - United Fire would like to see an increase of \$14K back into their training account.
 - Cragin stated that some items are really capital items and should be listed as such in the budget.
 - Cragin suggested that food spending be cut back.
 - Burton stated that the food reimbursement could save United Fire some training funds.
 - Halstead commented that we need more training money and that this can be presented to the town. He asked that the BOFC speak on subject to the Council and the Board of Selectman as this is important and keeps all departments current with training levels for the safety of the town.
 - Farrell – EMT classes cost \$1000.
 - Rivera - we cannot lose anymore training funds.

- Burton asked that all departments not reimburse for food costs. Dugan will ask his department about possibly changing some requests.
- Dodgingtown Furnace Replacement put in at \$8K under firehouse maintenance.
- Hydrant account had an increase of \$4K from another account. Did not include two additional dry hydrants for Sandy Hook in this budget.
- Supply account decreased – removed itemized supplies – supplies will be warehoused to avoid stock piling of supplies. Purchasing agent will oversee supplies. Goosman researched medical supplies. Ambulance will replace any supplies used to the best of their ability.
- Flow testing done annually to be reduced to bi-annually. Scott suggests bi-annual testing. From now until the next meeting, Cragin, suggests the chiefs meet with the Budget Committee to confirm what is the best course of action on the bi-annual testing. Dugan would like to see it done once a year due to the safety of all firefighters. Dugan to find out if any firefighters actually died from a non-working airpack. Halstead will get copy of NFPA standard.
- Decrease in truck repair due to trucks being current with their repairs.
- Physicals included an increase due to price increases.
- Incentive Plan decrease – Response Improvement Plan is included in this line item.
- Capital requests:
 - Dodgingtown – approved as requested.
 - NH&L – chief made an adjustment – all set. Had training dummy removed, but wants it to be noted that any leftover training funds could be used to purchase the dummy as directed by the Budget Committee.
 - Sandy Hook – chief removed two items to pay for the insurance increase.
 - Botsford – approved all items as requested. Only issue was the type of gear requested (Morning Pride). Town should buy the gear using the spec that was submitted by the chiefs. \$1900 per set for Morning Pride gear. Wayne Cicaccia will bring back the new number for Morning Pride gear. It meets all spec requirements and this is their preference.
 - Fire Marshal – request for Tough Book computer – this should be referred to the IT department. Burton will look into it. Request for Light Bar for DFM car. Budget committee doesn't feel a light bar is needed as it is not a response vehicle; however Halstead stated it is used daily as a response vehicle.
 - Air pack would be more beneficial on a fire truck and not in the DFM car- thus declined. Halstead stated that the DFM is sometimes at fire scenes before the actual fire trucks and if it is a life saving situation he would use it to save a life.
 - Requested a door instead of an open wall in one of the offices at the fire marshal's office for \$4K- declined.
 - Hawleyville – total request of \$350K. Farrell to get the actual spec on the refurb.

In conclusion: regarding training supplies and flow testing, chiefs and marshals to meet with the committees to voice their opinions. Burton asked to do it within a week as he would like to vote on this at the regular business meeting of October 19th.

Turn Out Gear Repair – waiting to hear back from Shipman's on the cost of the gear. Rivera will get back to Cragin or Burton. Budget Committee will determine if this becomes a new line item.

- Training Requests

MOTION: L. Goosman moved that Sandy Hook's training request in the amount of \$1,011.27 for firefighter Q license training be approved.

SECONDED: Wlasuk

MOTION PASSED

MOTION: L. Goosman moved that NH&L's training request in the amount of \$648 for books, EMT-B refresher course, Q endorsement training course and rental fee for Danbury Burn Building be approved.

SECONDED: McCulloch

MOTION: L. Goosman moved that United Fire and Rescue's training request in the amount of \$500.00 for five members Charter Oak FOOLS training seminar be approved.

SECONDED: Dugan

MOTION PASSED

MOTION: L. Goosman moved that Dodgingtown's training request in the amount of \$2,115.00 be approved.

SECONDED: Dugan

MOTION PASSED

There being no further business the meeting adjourned at 9:00 p.m.

Respectfully submitted,

Terry Hennessey

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Secretary