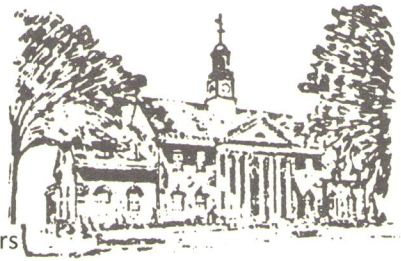


TOWN OF NEWTOWN
NEWTOWN, CONN.



**BOARD OF FIRE
COMMISSIONERS**

Newtown Board of Fire Commissioners
Regular Monthly Meeting of June 23, 2014
Botsford Fire and Rescue

- Chairman Manna called the meeting to order at 7:00 p.m.
- Commissioners Present: Cragin, Descheneaux, Goosman Jossick, Manna and Nezvesky
- Marshal's Present: Halstead and Frampton
- Chief's Present: Basso, Ciaccia, and Halstead
- Absent: Burton

Chairman's Comments:

Manna commended firefighter Mike Neiman for his support in assisting a family traveling through Newtown who experienced car trouble. Mike went out of his way to help this family retrieve a part for their broken down vehicle which enabled them to continue on their vacation.

Minutes

MOTION: Goosman moved that the minutes of May 19, 2014, be accepted as presented.

Seconded: Goosman

Motion passed

Yays: Cragin, Descheneaux, Goosman Jossick, and Manna

Nay: Nezvesky

Commissioner Nezvesky requested again that correspondence be attached to the minutes.

Correspondence to the BOFC:

<u>Date</u>	<u>From/To</u>	<u>Subject</u>
5/30/14	Fire Marshal Halstead/Manna	Fire Lanes at 32 Church Hill Road have been marked and signage installed
6/23/14	Ciaccia/BOFC	Asking for assistance in covering the \$1700 cost of installation of two key pads on two main doors if monies are left over at end of the year.
6/5/14	Halstead, K./BOFC	Sandy Hook Officers for 2014-2015 term
6/3/14	Corbo/Newtown Emerg. Communications cc: BOFC	NH&L Officers 2014-2015 term
6/3/14	Corbo/BOFC	Re-election of Commissioner Manna (Term 10/14-10/17)
6/17/14	Combined Chiefs/Manna	Requesting that letters/correspondence be attached to minutes
5/20/14	Newtown Women's Club/BOFC	\$350 Donation to Fire Departments

Correspondence from the BOFC: None

Public Participation

Volunteer Firefighter Bill McAllister thanked the attending (and non-attending) volunteer members of the fire departments for saving his life when he fell ill while participating in a training drill at the Danbury Burn building. McAllister asked the BOFC to send a letter to CIRMA (**Connecticut Interlocal Risk Management Agency**) requesting them to review his case more expeditiously as McAllister's funds are very limited. The Workman's Comp Commissioner has set up an emergency hearing in 2 weeks. Mr. McAllister expressed that he would not want any other volunteer firefighters to have to go through this, thus bringing it to the attention of the Board.

Marshal's Report for the Month of June, 2014

- Halstead reported there were 115 calls, 412 hours worked, and 492 incidents.
 - Halstead and Manna toured Northwest Dispatch
 - Participated in a tabletop exercise with the town through the Board of Ed
 - Attended meeting at Sandy Hook School
 - Frampton - Fire Drill Children's Adventure Center
 - Re-inspection of Five Guys Restaurant
 - Letter to be sent to Town Clerk for swearing in Tim Whalen and Ron Bolmer

Combined Chiefs

- Letter sent to BOFC requesting that correspondence be attached to the minutes.
- Halstead to send letter to Maureen Will requesting that fire apparatus be sent to all accident calls where an ambulance is requested.
- Chiefs would like to change the RIT dispatch. Bob Nute asked that all the chiefs meet to discuss. A formal letter to be sent to Nute noting who the fourth company will be once decided.
- Manna responded to the Combined Chief's letter and asked for feedback from other commissioners regarding attaching correspondence to the minutes. It was determined that decisions on what should be attached would be done on a case-by-case basis.
 - Nezvesky asked that all correspondence be attached.
 - Descheneaux stated that if a document is being referred to in the minutes that it is attached.
 - Cragin stated it was at the discretion of the Chairman.

Budget - no report.

Truck

Jossick reported:

- Truck annual fluid service completed.
- Had to use Gowans and Knight to finish service as town equipment was broken. \$150 to \$200 more a truck.

Policy and Procedures – no report

Newtown Sandy Hook Community Foundation – no report

Hydrant

Jossick stated that hydrants are being installed in Hawleyville. He suggests requesting that the contractor continue hydrant work beyond high-way bridge (another 500 feet or so).

Purchasing

- Manna read the updated CIP report.

MOTION: Cragin moved to approve the five year plan as presented by Chairman Manna.

Seconded: Goosman

Motion passed unanimously.

Please see attached purchasing report from Burton.

NUSAR – no report

Old Business

Regionalization of Dispatch:

- The Northwest facility was toured by Manna and Halstead.
- Manna feels the location is at capacity of what they are currently handling. If Newtown was integrated, the facility would need to be made larger. Manna's main concern is the distance between the facility and Newtown, especially if power/phone lines went down during storm events where Newtown was not affected by the outage.

- Halstead stated that with proper manpower they could handle Newtown. There is not enough space to handle Newtown at their present location. Halstead recommended that Newtown be the hub for a regional dispatch location.
- Halstead stated no mandate has been made requesting Newtown to be combined with another regional dispatch center.
- It was requested that the BOFC write a letter to First Selectman Pat Llodra to voice these concerns and opinions. Manna will write letter.

Cragin thanked Manna and Halstead for visiting the facility.

New Business

Residual Training Funds:

Manna read from the minutes of October 19, 2009, stating that a motion was made, acted upon and passed that residual training funds shall not be used to purchase capital items.

Training Requests

MOTION: Nezvesky moved that the training request for Botsford F&R in the amount of \$350 for the rental fee for the Danbury Burn building be accepted.

Seconded: Goosman

Motion passed unanimously

MOTION: Nezvesky moved that the training request for Botsford F&R in the amount of \$1629.85 for reimbursement of 2 iPads, 2 vehicle mounts and activation fee be accepted.

Seconded: Descheneaux

Motion passed unanimously

MOTION: Jossick moved that the training request for Botsford F&R in the amount of \$2289 for Man vs. Machine Class held at Botsford F&R, and P.L. Vulcan Fire Training Concepts LLC be accepted.

Seconded: Goosman

Motion passed unanimously

MOTION: Jossick moved that the training request for Sandy Hook in the amount of \$160.95 for lunch during the Tanker Shuttle class be accepted.

Seconded: Descheneaux

Motion passed unanimously

MOTION: Nezvesky moved that the training request for Sandy Hook in the amount of \$941 for Baggage fees, EMT refresher classes and gas for rental car be accepted.

Seconded: Goosman

Motion passed unanimously

There being no further business the meeting adjourned at 7:55 p.m.

Respectfully submitted,



Terry Hennessey

NEWTOWN BOARD OF FIRE COMMISSIONERS

PURCHASING AGENT REPORT

June 2014

For month of May:

- 32 Hours worked
- 55 Emails were received
- 27 Emails were sent
- 46 Purchase Orders were issued
- 100 + Phone calls/texts from departments & vendors

Transfers were made in the following accounts this month:

Transfers Out:

Incentive Plan - \$5000

Physicals - \$3000

Hydrants - \$4000

Supplies - \$4000

Training - \$4800

Capital - \$2000

Transfers In:

Truck Repair - \$6000

Utilities - \$10,000

Physicals - \$1500

Firehouse Maintenance - \$ 800

Equipment Repairs - \$3000

Radio & Pager - \$1500

The generator installation is finally complete at Sandy Hook's Substation.

Waiting on the following Capital Items to come in from backorder:

Air Paks

Defibs

Rolling Rack

Axes

Air Bottles

Bail out Harnesses

Training balances as of right now:

Hook & Ladder- \$ 7,429

Sandy Hook- \$ 347

Botsford- \$ 2,615

Hawleyville- \$ 1,072

Dodgingtown- \$ 7,135

Insurance Balances as of right now:

Hook & Ladder- \$12,000

Sandy Hook- \$ 0

Botsford- \$ - 518

Hawleyville- \$ 6,000

Dodgingtown- 0
