

TOWN OF NEWTOWN
NEWTOWN, CONN.



**BOARD OF FIRE
COMMISSIONERS**

NEWTOWN BOARD OF FIRE COMMISSIONERS

Regular Monthly Meeting
Dodgingtown
June 22, 2015

Commissioners Present: Bolmer, Cragin, Goosman, Jossick, Manna, Nezvesky and Whelan
Marshals Present: Frampton, Halstead and Ober
Chiefs Present: Basso, Ciaccia, Halstead and Murphy

Chairman Manna called the meeting to order at 7:00 p.m.

Chairman's Comments: None

Minutes:

MOTION: Goosman moved that the minutes of May 18, 2015 be accepted as presented.
Seconded: Nezvesky
Motion passed unanimously

Correspondence to BOFC

Date	From/To	Subject
None		

Correspondence from BOFC

Date: 6/22/15
From/To: Chairman Manna/Kortze – Chairman, Board of Finance
Subject: Requesting special appropriations totaling \$375,000.00 to be financed by issuing bonds. This request represents one project in the CIP (2015-2016 TO 2019-2020 inclusive) not authorized yet.

- Sandy Hook Volunteer Fire and Rescue – 2 Bay Addition and Renovations - \$375,000.00
 - Construct new two bay 40 x 50 addition at rear of present building and renovate the interior of the present building.
 - The reason for this project is due to the present bays being too small to accommodate modern apparatus and to improve living space.

Date: 6/22/15
From/To: Chairman Manna/Kortze – Chairman, Board of Finance
Subject: Requesting special appropriations totaling \$975,000.00 to be financed by issuing bonds. This request represents one project in the CIP (2015-2016 to 2019-2020 inclusive) not yet authorized.

- Fire apparatus replacement:
 - Replacement of three town-owned tankers that have exceeded their service life.
 - New tankers will be NFPA compliant, have rollover protection and will deliver water more efficiently.

Date: 6/22/15
From/To: Chairman Manna/Kortze – Chairman, Board of Finance
Subject: Requesting special appropriations totaling \$1,500,000.00 to be financed by issuing bonds. This request represents a project called “Newtown Hook & Ladder Fire House Construction” in the CIP (2014-2015 to 2018-2019 inclusive), and in the CIP (2015-2016 to 2019-2020 inclusive) not yet authorized.

- To help pay down the debt associated with the new Newtown Hook & Ladder Firehouse being constructed at 12 Church Hill Road - \$1,500,000.00
 - Funds to help offset the cost of the purchase of land and construction of new firehouse.
 - The reason for the project is the structural issues in the current town-owned firehouse.

Public Participation - none

Marshal’s Report for the month of April

Fire Marshal Halstead reported for the month that there were 69 calls, 523 incidents and 461 hours worked. Total damage for the month - \$353K.

Halstead

Knoxbox reviews
Radio problems
Insurance info requests
Review Em. Plans – non-public school grants
Table Top Exercise
Temporary liquor permits

Frampton

CAC Fire Drill
NMS – 11 Queen – occupancy measure

Ober

Building Inspection Assistance

Marshal’s Report for the month of May

Fire Marshal Halstead reported for the month that there were 115 calls, 484 incidents and 396 hours worked. Total damage for the month - \$275K.

Halstead

Insurance info requests
Hydrant approval
Sandy Hook Road Project
Complaints

Frampton

Fire Drill Children’s Adventure Center
ETH – Blocked egress
Maplewoods – Blocked vehicle access
NMS – occupancy measure

Committee Reports

Halstead reported that the Next Gen System install is not happening as fast as originally expected. Halstead will email all chiefs on Wednesday to schedule their next meeting before the next BOFC monthly meeting takes place.

Chief Ciaccia invited all fire departments to an event on Monday, June 29th at 7 p.m. in the Newtown High School lecture hall entitled *FDNY Black Sunday* regarding 9/11.

Truck – Jossick reported:

- The Tanker Spec Committee met twice and are making progress
- Annual Fluid Service almost complete
- #551 parts have been ordered to do repair
- #331 generator replacement will be sent out to bid next month
- Hawleyville command truck fit-up is underway. Should be completed within two weeks
- Two more knoxboxes to be installed
- Contacted Atlantic Detroit for transmission service – no date yet.

Hydrant – Whelan reported that the dry hydrant at 75 Glenn Road has been replaced.

Budget – Nezvesky reported that previously discussed transfers were made in the budget and given to Finance Director, Bob Tait.

Policies and Procedures – see Cragin’s report in New Business.

Radio – no report

NUSAR – McCarthy reported on the recent rescue at Lake Lillinonah involving 3 adults. He advised the BOFC that there were major communication issues due to lack of, or very little, radio service in that area during the rescue. Before a major emergency happens, this issue needs to be addressed by getting the antennae placed on the Dinglebrook tower that was discussed years ago.

The second issue was that a *Spotted Dog Alert* was sent out in error. McCarthy was advised by Maureen Will that our CAD system occasionally will send out ghost dispatches. This needs to be addressed as well.

Purchasing Agent Report:
(See attached report)

MOTION: Jossick moved to pay the invoice for the Light Tower in the amount of \$822.70 to Gowans and McKnight.
Seconded: Whelan
Motion passed unanimously

MOTION: Jossick moved that we address the truck repair concerns presented by Mike Burton in the amount of \$40K. This will be placed, along with the CIP, on the agenda for next month’s meeting.
Seconded: Goosman
Motion passed unanimously

Old Business:

- 2015-2016 Budget
Nezvesky to provide a final copy of the final budget with all revisions to purchasing agent, Mike Burton.

New Business

- NBOFC Alcohol and Substance Abuse Policy
Cragin presented the draft policy for review by the BOFC. This will be tabled until the next monthly meeting to give the Chiefs time to review. Please give your comments to Cragin, Goosman or Whelan before that time.

Training Requests:

MOTION: Jossick moved to accept Hawleyville's training request in the amount of \$90.00 for Basic Pump Operation Class at Dodgingtown fire.

Seconded: Nezvesky

Motion passed unanimously

MOTION: Bolmer moved to accept Dodgingtown's training request in the amount of \$1,393.86 for training materials and food.

Seconded: Goosman

Motion passed unanimously

MOTION: Whelan moved to accept Sandy Hook's training request in the amount of \$77.25 for baggage and rental car charges.

Seconded: Jossick

Motion passed unanimously

MOTION: Jossick moved to accept NH&L's training request in the amount of \$650.00 for EMT Class – Newtown Volunteer Ambulance Corp – 3 members.

Seconded: Goosman

Motion passed unanimously

MOTION: Whelan moved to accept NH&L's training request in the amount of \$56.00 for CPR Class (8 members).

Seconded: Goosman

Motion passed unanimously

MOTION: Jossick moved to accept NH&L's training request in the amount of \$1,266.55 for FDIC training for one member.

Seconded: Goosman

Motion passed unanimously

MOTION: Nezvesky moved to accept Botsford Fire and Rescue's training request in the amount of \$700.00 for FDNY Black Sunday Seminar; \$350 for Danbury Burn Building Rental Fee; and \$90.00 for one member Pump Operator Class.

Seconded: Whelan

Motion passed unanimously


Executive Session

The BOFC moved into Executive Session at 8:00 p.m.

The BOFC moved out of Executive Session at 8:50 p.m.

There being no further business, the meeting adjourned at 8:55 p.m.

Respectfully submitted,



Terry Hennessey
Secretary

NEWTOWN BOARD OF FIRE COMMISSIONERS

PURCHASING AGENT REPORT

June 2015

For month of May

- 42 Hours worked
- 71 Emails were received
- 44 Emails were sent
- 21 Purchase Orders were issued
- 110 Phone calls/texts from departments & vendors

I completed a list of large ticket truck item repairs that Gowans Knight projected to be needed in the upcoming year. These were based on this year's DOT checks. The net result of this is we will have to budget \$40,000 additional into the truck repair account if we want to repair all these items.

All the budgeted hose has been delivered to each department

I met with the budget committee to come up with a list of inter account transfers. These were forwarded to Bob Tait and are as follows:

From:	To:
Incentive Plan- \$5000	Equipment Repairs - \$ 6900
Physicals - \$1000	Truck Repairs - \$13,000
Capitol - \$2000	Office Supplies - \$ 100
Radio & Pager - \$2000	Utilities - \$ 2,000
Insurance - \$1000	
Training - \$5000	
Supplies - <u>\$6000</u>	
Totals \$ 22,000	\$22,000

We received a loss prevention report from The Hartford Steam Boiler Co regarding Hook & Ladders Firehouse. It addresses a leaky relief valve on the boiler and exposed wiring due to corrosion in the bay areas. I will have these items repaired after July 1

Training Account balances are as follows:

Hook & Ladder - \$ 11,150.

Sandy Hook - \$ 517.

Botsford - \$ 1,245.

Dodgingtown - \$ 5,040.

Hawleyville - \$ 1,741.

Fire Marshall - \$ 1,065.

We need to have our requests in next month for the 2016-2017 through 2020-2021 CIP plan. It is important that the two apparatus requests that are in for 2016-2017 stay so that we can include the Tanker 9 replacement in the multiple truck purchase discount we will be getting for the other three tankers this coming year.