

**NEWTOWN BOARD OF FIRE COMMISSIONERS**

Regular Monthly Meeting

Sandy Hook

January 25, 2016

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

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

Chairman's Comments: None

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MINUTES:

*Motion: Goosman moved that the minutes of the regular monthly meeting of November 23, 2015, be accepted as presented.*

*Seconded: Bolmer*

*Motion passed unanimously*

*Motion: Whelan moved that the minutes of the Special Meeting of December 14, 2015, be accepted as presented.*

*Seconded: Goosman*

*Motion passed unanimously*

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CORRESPONDENCE:

Date: 12/3/15  
From: State of CT Dept. of Admin Services  
To: S. Murphy  
Re: **Steve Murphy passed Fire Code Inspector Examination**

Date: 12/1/15  
From: Manna  
To: D. Halstead  
Re: **Steve Murphy passed Fire Inspector Examination**

Date: 12/1/15  
From: Manna  
To: D. Halstead  
Re: **Change of members on BOFC: Brunetti on/Jossick Off**

Date: 1/8/16  
From: Manna  
To: Tait  
Re: **Second-half payment in the amount of \$67,500**

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PUBLIC PARTICIPATION:

None

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MARSHAL'S REPORTS:

November: Halstead reported there were 107 calls, 419 incidents, 407 hours worked. Fees collected \$150.00.

Halstead:

- Shepaug dam failure drill
- Site review – 9 Turnberry
- Complaint 46 Queen St.
- Liquor Permit – Pizza Palace
- Pre-review – 41 Mt. Pleasant
- Hose testing
- 2-4 Washington Avenue Modification

Frampton:

- Fire drill CAC
- Knox box key
- Egress check – 127 S. Main St.
- Measure occupancy
- Fire extinguisher training
- Pick up SP stickers

Ober:

- Fire extinguisher training

December: Halstead reported there were 81 calls, 328 incidents, 394 hours worked. Fees collected \$.00. Total damage for the month was \$15,695.00.

Halstead:

- Temporary liquor permit
- Liquor permit – 100 Church Hill Road
- Insurance info

Frampton:

- 42 High Bridge – Deliver abatement
- 48 Main St. search warrant
- 99 S. Main Street – Deliver abatement
- Time out – measure occupancy
- Stop and Shop Evacuation
- Rand Whitney – Knox Box
- Christmas inspections
- Poster Contest

Halstead

- ISO is coming to Newtown next Monday, February 8<sup>th</sup>. Halstead is hoping to lower our ISO rating.
- Halstead stated we need to investigate how our portable equipment is insured. Recently, a pager was lost at a call. Subsequently, KERMA was contacted where we were advised that the town would need to meet their \$1000 deductible before replacement could take place. If the pager was not town-owned, there would be no deductible. Halstead will contact the insurance agency Rose Kiernan who owns the policy.

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COMMITTEE REPORTS:

**Chief's Meeting** – no report

**Truck:** Bolmer reported on Engine #331 – Generator Replacement – Hawleyville. .

*MOTION: Bolmer made a motion to recommend awarding the bid to Firematic for the Hawleyville Generator Replacement in the amount of \$16,731.23 from the town of Newtown's contingency fund.*

*Seconded: Whelan*

*Motion passed unanimously*

- Manna will advise Tait to send award letter.
- Waiting to hear from Gowans and Knight for doing Dodgingtown's truck inspections.
- Truck Servicing – tabled until February meeting.

**Budget:** Nezvesky stated that after meeting with Bob Tait and the First Selectman cuts where requested to be made. Nezvesky outlined the cuts to the BOFC.

*MOTION: Nezvesky made a motion to accept the proposed 2016-2017 BOFC budget in the amount of \$1,336,092 resulting from budget cuts made by the BOFC in the amount of \$47,770.*

*Seconded: Cragin*

No reports for:

**Policies and Procedures**

**Radio**

**Hydrant**

**NUSAR:** McCarthy stated that the definition of an "active member of a volunteer fire company" should be reviewed to see who is actually covered by the town's insurance company. McCarthy stated that he has increased the VFIS dollar amount for his team. All departments need to review their insurance policies to be sure that their volunteer members are covered adequately in case of an accident.

**Purchasing Agent Report for November** - see attached.

All repairs need to be budgeted. Burton will bring report to next meeting.

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OLD BUSINESS

**Tanker Truck Committee Report:**

Matt Dobson – specifications were completed and sent to the Finance Department who distributed the bid packets to potential bidders. Bids should be back by the end of February.

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NEW BUSINESS

**Training Requests:**

*Motion: Nezvesky moved to accept Botsford Fire and Rescue's reimbursement request in the amount of \$354.89 for F.O.O.L.S. Training in Simsbury, CT, rental car and 7 member training.*

*Seconded: Goosman*

*Motion passed unanimously*

*Motion: Nezvesky moved to accept Botsford Fire and Rescue's reimbursement request in the amount of \$1,509.18 for hotel travel to and from Las Vegas.*

*Seconded: Bolmer*

*Motion passed unanimously*

*Motion: Whelan moved to accept Sandy Hook Volunteer Fire and Rescue's reimbursement request in the amount of \$2088 for Instructor Annual OSHA refresher, 2 firefighter EMT training and Rapid Intervention Crew DVD.*

*Seconded: Goosman*

*Motion passed unanimously*

*Motion: Cragin moved to accept Sandy Hook Volunteer Fire and Rescue's reimbursement request in the amount of \$3,244.73 for Instructors for Live Burn on 11/8/15, books for FF1, 6 students and Instructor-pump operation training.*

*Seconded: Whelan*

*Motion passed unanimously*

*Motion: Cragin moved to accept Hawleyville Volunteer Fire's reimbursement request in the amount of \$850 for 1 Emergency Medical Technician training which included class textbook, AHA BLS CPR training and certification card.*

*Seconded: Goosman*

*Motion passed unanimously*

There being no further business the meeting adjourned at 8:06 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Terry Hennessey". The signature is written in a cursive style with a long horizontal stroke at the beginning.

Terry Hennessey  
Secretary

NEWTOWN BOARD OF FIRE COMMISSIONERS

PURCHASING AGENT REPORT

January 2016

For month of December

- 43 Hours worked
- 39 Emails were received
- 19 Emails were sent
- 18 Purchase Orders were issued
- 75 Phone calls/texts from departments & vendors

I worked with the Budget Committee to come up with ideas for savings in the budget.

Compiled information for the Fire Marshall for ISO.

The 2<sup>nd</sup> Quarter Response Improvement Program records were processed and checks were distributed tonight.

1099's were distributed tonight as well.

I worked with the Tanker Committee to get specs to Finance.