

TOWN OF NEWTOWN
NEWTOWN, CONN.



**BOARD OF FIRE
COMMISSIONERS**

NEWTOWN BOARD OF FIRE COMMISSIONERS

*Regular Monthly Meeting
Sandy Hook Fire and Rescue
November 28, 2016*

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

Chairman Manna called the meeting to order at 7:02 p.m.

CHAIRMAN'S COMMENTS:

Manna welcomed Pat Reilly to the BOFC, and looks forward to working with him throughout his term.

MINUTES:

*MOTION: Goosman moved to approve the minutes of the Regular Monthly Meeting of 10-17-16 as presented.
Seconded: Brunetti.
Motion passed unanimously*

*MOTION: Whelan moved to approve the minutes of the Annual Dinner Meeting of 10-24-16 as presented.
Seconded: Nezvesky
Motion passed unanimously*

CORRESPONDENCE TO

Date: 10/12/16 Email
To: Manna
From: Tait
Re: Residual funds in the amount of \$2,241 are still available

Date: 11/25/16
To: Manna
From: McCarthy – NUSAR
Re: Visual Inspections of 3 Dry Hydrants in Lake Lillinonah and Lake Zoar and their conditions due to Zebra Mussels.

CORRESPONDENCE FROM

Date: 11/3/16
To: Debbie Halstead
From: Manna
Re: Appointment of Pat Reilly – schedule swearing in

Date: 11/11/16
To: James Gaston, Chairman, Board of Finance
From: Manna
Re: Special Appropriations totaling \$975K for Fire Apparatus Replacement

Date: 11/18/16
To: Rich Frampton
From: Manna
Re: Appointment of Acting Fire Marshal for 6 months

Date: 11/20/16 (via email)
To: Debbie Halstead
From: Terry Hennessey
Re: Swearing in of Rich Frampton as Acting Fire Marshal

PUBLIC PARTICIPATION: None

MARSHAL'S REPORTS:

Acting Fire Marshal, Frampton reported for October there were 98 calls, 372 hours and 277 incidents. \$60 in fees were collected. There was \$85,600 worth of damage for the month.

Halstead:
Site Review – Hunter Ridge
Site Review – Beaver Dam/Brushy Hill

Frampton:
Barnabas Road – Eversource Fire Ext. Training
SHES – Gate Lock
CAC – Fire Drill
100 Church Hill Road – Consent Forms
23 Barnabas Road – Knox Box
11 Edmond Road – Water Main Break

COMMITTEE REPORTS:

Combined Chiefs

- Halstead reported meeting with Tom Halen of the Newtown Ambulance Corp regarding SOP's and SOG's. Will meet to discuss further after the first of the year.
- Setting up meeting with Christine Galey regarding the town parade.
- Halstead asked if the BOFC would consider putting together a committee consisting of Fire Chiefs who would create a purchase plan recommendation for turnout gear and air-packs. This purchase plan would insure that the equipment would remain in compliance.
- Halstead asked if the BOFC would look into coordinating FF physicals at *PhysicalOne Urgent Care* in Newtown instead of *Corporate Health* in Danbury. Goosman will investigate and report back at the next monthly meeting.
- Halstead stated that Dodgingtown is holding a class on NARCAN in January. NARCAN will be paid for by the BOFC. Burton will look into purchasing.
- Halstead advised that the Police Chief gave permission to put encryption on 4 radios. Moving forward Burton will ask the Chiefs to advise what radios they would like to have chips installed in. He would need exact model numbers and would fund through the individual department's budgets.

Truck

- Bolmer stated that all DOT, pump, and hose testing have been completed.
- 441 has some minor damage. Dobson looking into getting an estimate done.
- 551 going in for service the beginning of December.

Whelan presented a Pumper/Tanker Replacement Recommendation on best practices for replacing town-owned vehicles. Manna stated the BOFC will review and get back to the Truck Committee. As well, all replacements must be looked at on a case-by-case basis.

Budget

Nezvesky stated he will be putting together the 2017-2018 budget by next week as it is due to the town by 12/5/16. As this date will not be met, a Special Meeting will be held on December 12 to review the 2017-2018 budget. The budget will then be reviewed and acted upon at another Special Meeting of December 19th. This meeting will replace the Regular Monthly meeting of 12/26 which will be cancelled. The meetings will take place at Newtown Hook and Ladder. The first meeting of 2017 will take place at Botsford Fire and Rescue.

P&P - no report.

NUSAR – see Correspondence to the Board above.

McCarthy asked the BOFC and fire departments to show support of the Dive team to receive Workman's Compensation through the state. They currently are not covered by the State Statute.

Purchasing Agent Report for September – see attached report.

OLD BUSINESS:

Tanker Truck Committee Report –

Manna stated that as the Charter Revision has been amended as it pertains to the appropriation of funds, there is a possibility that the BOFC may need to start the process again to get funds appropriated for tankers.

Engine #111 Update – NH&L's Truck Committee is still reviewing bid results.

NEW BUSINESS:

Appointment of Acting Fire Marshal

MOTION: Goosman moved to appoint Rich Frampton as Acting Fire Marshal for a period of 6 months.

Seconded: Reilly

Motion passed unanimously

3 – Gas Meter Docking Station –

After a presentation by Tim O'Sullivan, owner of **Fire Department Headquarters**, on meters and meter repair, Manna would like to investigate using the residual funds of \$2241 to purchase a docking station for the meters currently owned. This amount will be placed in the supply account for the purchase.

Mr. O'Sullivan will coordinate setting up a docking station to be tested and used by the fire departments.

Manna asked the Chief's to do an inventory of their meter equipment. The Budget Committee to review the budget and come up with a recommendation on how this equipment can be purchased. To be discussed at the next meeting of 12/19.

Training Requests:

MOTION: Whelan moved to accept Sandy Hook's training request in the amount of \$1,900.00 for SLICERS Fire Behavior Class, and Modular Model Home Fire Behavior Class.

Seconded: Brunetti

Motion passed unanimously

MOTION: Nezvesky moved to accept Botsford Fire and Rescue's training request in the amount of \$143.34 for food for training classes.

Seconded: Goosman

Motion passed unanimously

MOTION: Nezvesky moved to accept Botsford Fire and Rescue's training request in the amount of \$720 for CT Custom Fire Training LLC Pump Operator Class.

Seconded: Bolmer

Motion passed unanimously

MOTION: Bolmer moved to accept Dodgingtown's training request in the amount of \$346.94 for Food and EMT-R training.

Seconded: Goosman

Motion passed unanimously

Executive Session

8:06 p.m. moved into Executive Session

8:41 p.m. moved out of Executive Session

There being no further business, the meeting adjourned at 8:50 p.m.

Respectfully submitted,



Terry Hennessey
Secretary

NEWTOWN BOARD OF FIRE COMMISSIONERS

PURCHASING AGENT REPORT

November 2016

For month of October

- 36 Hours worked
- 77 Emails were received
- 24 Emails were sent
- 9 Purchase Orders were issued
- 90 Phone calls/texts from departments & vendors

Hose testing has been completed. I have not received the reports yet, but it does not appear that we lost a large amount of hose. As soon as the reports are in, I will put together a replacement hose order that will cover lost hose from this year, budgeted hose replacement, and hose from last budget year's encumbered monies.

I have not received any invoices for any of the truck testing/repair as of yet, so I'm not sure where we stand there.

Advantage Payroll, who processes our RIP records and checks, has been sold to another division in Norwalk. They say they will keep us as a customer, so hopefully things will remain as is. Our pricing structure had been very discounted because the former owner wanted to help out the fire department.

I have found a new company to do our meter repair work for us. Tim O'Sullivan, of Fire Department Headquarters, Inc. is willing to take on servicing our Biosystems meters at reasonable prices.