



Board of Fire Commissioners

1 First Street

Seymour, Connecticut 06483

Meeting Minutes

May 11, 2009

7pm

Great Hill Hose Company

Commissioners Attending: Ugo Zullo, Patrick Lombardi, Al Rochelle, Gene Atkas

Meeting called to order at 7:08pm, followed by the Pledge of Allegiance.

Motion made to accept April Meeting Minutes as submitted by Commissioner Atkas, 2nd by Commissioner Rochelle. Approved 4-0

Correspondence: None

Financial Report:

- Commissioner Lombardi reviewed current budget printout.
- 74% of the budget expended to date.
- **Motion made to transfer \$250.00 from account 550-120 into account 550-125 by Commissioner Atkas, 2nd by Commissioner Rochelle. Approved-yes:3,no:0,abstain:1**
- Chairman Zullo asked about the money left in the physical account. Chief Andrews said he believes there are a few outstanding invoices.
- Chief Andrews stated a few invoices can be closed out and he will be discussing them with Commissioner Lombardi.

Motion made to accept Treasurer's Report by Commissioner Rochelle, 2nd by Commissioner Atkas. Approved 4-0

Fire Marshal's Report:

- Deputy Fire Marshal Willis read Summary of Office Activity for April.
- Commissioner Atkas asked if the custodian at Great Hill could be educated on how to inspect the fire extinguishers as recommended by the insurance inspection.

Motion made to accept Fire Marshal's Report as submitted by Commissioner Rochelle, 2nd by Commissioner Lombardi. Approved 4-0

Special Chief's Meeting Minutes:

Motion made to accept as submitted by Commissioner Lombardi, 2nd by Commissioner Rochelle. Approved 4-0

- Commissioner Lombardi asked if training classes had a time frame. Chief Andrews said the classes needed to be completed within his suspension period.

Chief's Report:

Motion made to accept report as submitted by Commissioner Atkas, 2nd by Commissioner Lombardi. Approved 4-0

Discussion:

- Commissioner Atkas asked if Great Hill had handed in their low hanging tree limb list. Per Chief Andrews lists from both departments have been handed in and he will be getting them to public works.
- Commissioner Atkas inquired if it should be made a protocol that the Commissioners are made aware of personnel issues. Discussion continued. Chief Andrews noted that there is no specific personnel policy. It was recommended to put together a policy for the board to review. Chief Andrews doesn't feel the Chiefs should write it, he believes it is an administrative duty of the Commissioners.
- Commissioner Rochelle asked about the Upper Valley Chief's Meeting. Chief Andrews said the meetings are very positive. He said mutual aid has been discussed and Oxford Fire Chief Pelletier is looking to find an older formatted policy.
- Chairman Zullo asked where the old dive equipment was going to be stored. Chief Andrews stated all the equipment is being kept at this time and it is being stored in locked Rubbermaid bins at the Great Hill Firehouse.

Old Business:

- Commissioner Rochelle updated about the progress with the recommendations by the insurance inspection. He stated he has spoken to Commissioner Atkas and Chief Andrews about having the custodians do fire extinguisher inspections, monthly inspection on emergency lighting, and along with the engineers, go through the chemical MSDS sheets. Posters are to be purchased as well. Chief Andrews said that each poster is good for one calendar year. Chief Andrews said the steward at Citizens noted an exit sign that was out and some emergency lighting.
- Commissioner Atkas asked about a date for night physicals. Asst. Chief Cann said he doesn't have a date yet, but he is working on it.
- Chief Andrews said the Board of Fire Chiefs recommend old R-17 be surplused this month.
- Two resumes were handed in for the vacant Clerk's position. Interviews to be set up for Monday, May 18th at 7pm at Citizens.

New Business:

- Chairman Zullo asked for letters of intent from Chiefs. All Chiefs handed in letters.

- Chief Andrews said 1 length of 1 ¾ hose needs to be scrapped from Great Hill.
- **Motion made to surplus old R-17 by Commissioner Rochelle, 2nd by Commissioner Lombardi. Approved 4-0**
- **Motion made to scrap 1 length of 1 ¾ hose by Commissioner Atkas, 2nd by Commissioner Lombardi. Approved 4-0**

Public Comment: None

Requisitions: Please see attached

Motion made to accept requisitions as discussed by Commissioner Rochelle, 2nd by Commissioner Lombardi. Approved 4-0

Executive Session:

Motion made to enter into executive session at 8:15pm by Commissioner Rochelle, 2nd by Commissioner Lombardi. Approved 4-0

Motion made to reconvene at 8:37pm by Commissioner Atkas, 2nd by Commissioner Rochelle. Approved 4-0. It was noted that no actions were taken during executive session.

Motion made to adjourn at 8:38pm by Commissioner Atkas, 2nd by Commissioner Lombardi. Approved 4-0

Respectfully Submitted,



Karen Lombardi
Board Secretary

**Seymour Fire Department
Chief's Requisitions**

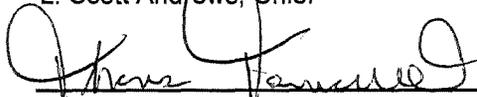
Qty	Item Description	Vendor	Price ea.	Total	Acct. No.	P.O. No.
1	inspect and hydro SCBA bottle	Shipman's Fire Equipment	100.00	100.00	743	
1	repair frag tank on rescue 17'	Air Compressor Engineering	600.00	600.00	430	
1	reimbursement for mounting hardware	Clay Jurgens	28.75	28.75	610	
1	reimbursement for certified letter	Scott Andrews	5.32	5.32	610	
1	repair Amkus tool repair	Fire Tech & Safety	66.35	66.35	430	
1	RIT Course	Valley Fire Chief's	2,100.00	2,100.00	350	
1	reimbursement for training class	James Smith	55.00	55.00	350	
8	cell phone switch over	Verizon Wireless	62.50	500.00	530	
1	reimbursement for Incident Command class	Dale Cann	10.00	10.00	350	
1	(576) - AA= 201, (144) - C= 87, (144) - D= 94 and (576) - 9V batteries= 720 + s&h	Battery Zone	1,200.00	1,200.00	743	
12	pager cases	Galls	10.00	120.00	743	
2	Toner Cartridges 53756	Staples	123.00	246.00	610	
2	In-house generator service	Huntington Power	1700.00	1700.00	743	
				4,785.42		

~~5,031.42~~
6731.42

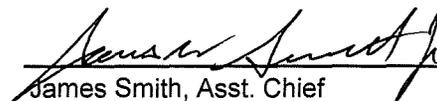
By our signatures below, we approve the requisitions indicated above:



L. Scott Andrews, Chief



Thomas Tomasheski, Asst. Chief



James Smith, Asst. Chief

Date: 5/11/09



Dale Cann, Asst. Chief