



## **Board of Fire Commissioners**

1 First Street  
Seymour, Connecticut 06483

### **Meeting Minutes**

**July 14, 2008**

**7pm**

**Great Hill Hose Company**

**Commissioner Attending:** Ugo Zullo, Patrick Lombardi, Scott Martin, Al Rochelle, Mike Kearney

Meeting called to order at 7:03pm, followed by the Pledge of Allegiance.

**Motion made to accept June Meeting Minutes by Commissioner Martin, 2<sup>nd</sup> by Commissioner Lombardi. Approved 3-0 w/ 2 abstentions**

**Motion made to accept June 16<sup>th</sup> Special Meeting Minutes by Commissioner Martin, 2<sup>nd</sup> by Commissioner Lombardi. Approved 4-0 w/ 1 abstention**

#### **Correspondence:**

- Letter from FM Wetowitz recommending that Dave Stevens be placed on the Fire Marshal's Office roster as a fire inspector and Gary Bruce, Jr. as a fire investigator.

#### **Financial Report:**

- Commissioner Kearney handed out current budget printout. He noted that the telephone bill and electricity bill are now P.O.'s and the money is being taken out of the accounts, which has not been the way the bills have been paid.
- Chief Andrews asked about the oil account. He said money has been transferred into that account from the training account. He believes money will be left over. He suggested not guessing what funds are needed, rather deciding month to month.
- Commissioner Kearney said there is \$0. in the oil/gas account.
- Chief Andrews suggested tracking fuel usage by keeping logs in the apparatus, so that it could be reconciled with the town hall figures.
- Chairman Zullo asked about the current open P.O.'s, which are dated from 2007. He said they need to be review and/or closed. Chief Andrews said there is an explanation for all of them. Chief Andrews reminded Chairman Zullo that he and Commissioner Kearney reviewed all the open P.O.'s.

**Motion made to accept financial report by Commissioner Lombardi, 2<sup>nd</sup> by Commissioner Martin. Approved 5-0**

**Fire Marshal's Report:**

- Fire Marshal Paul Wetowitz read the Summary of Office Activities.

**Motion to accept Fire Marshal's Report by Commissioner Kearney, 2<sup>nd</sup> by Commissioner Lombardi. Approved 5-0**

**Chief's Minutes:**

**Motion to accept July Chief's Minutes as written by Commissioner Rochelle, 2<sup>nd</sup> by Commissioner Kearney. Approved 5-0**

**Discussion:**

- Commissioner Kearney said the finance department is requesting paperwork from Mike Rudenko, who is now a Citizens Engineer.
- Chief Andrews asked if the Board of Fire Commissioners has heard anything about the surplus of old R17. Chairman Zullo said it seems that 1<sup>st</sup> Selectman Koskelowski is not in favor of surplusing it to the police department. It was made clear that old R17 has not been surplused and that the board would consider it, once the town accepts new R17. Chief Andrews asked if and when it is deemed surplused, not to just let it go for nothing, since there is a lot of equipment on it.
- Chairman Zullo said more NIMS info is in process and to sit tight. He said the State NIMS coordinator should come and explain standards with the department heads of town.
- Chief Andrews asked about the Emergency Management Coordinator position he read about in the New Haven Register.
- Commissioner Rochelle noted that the Selectman minutes said the fire department doesn't have time for training. He said it was mis-communicated and what was said was that the training is time consuming.
- Chairman Zullo reviewed fire department conservation. He asked if cutting back on what apparatus is dispatched to certain alarms was possible. Chief Andrews said it is the responsibility of the responding personnel to make that judgment.

**Old Business:**

- Commissioner Rochelle said he had a conversation with Oxford Fire Chief Pelletier regarding their energy efficient lighting. The town in conjunction with CL&P evaluates what is needed and then develops a plan and a quote. CL&P will fund 30-50% of the money and the rest if funded by a loan. Commissioner Rochelle was looking for permission to discuss this option with 1<sup>st</sup> Selectman Koskelowski. Chief Andrews reminded the board that some updates have already been done at Great Hill with programmable thermostats and sensor lighting.

**Motion made to give Commissioner Rochelle authority to discuss energy conservation plan with 1<sup>st</sup> Selectman Koskelowsk by Commissioner Lombardi, 2<sup>nd</sup> by Commissioner Kearney. Approved 5-0**

- Commissioner Lombardi gave an update of the information he received about a petty cash debit account. He said the card will have a cap and designated signers. The account name would be the Seymour Fire Department and the finance department would rather not include the tax-exempt # on it. Commissioner Kearney asked if the account is replenished once the receipts are in. He is

- concerned with keeping the account funded. Chairman Zullo asked the Chiefs to put a proposal together of how they want this account to work.
- Commissioner Lombardi suggested setting up a file in town hall to aid with financial accountability for the invoice copies to be placed in. He also suggested generating a database with suppliers email addresses to cut down on paperwork; he said he would assist Commissioner Kearney in developing a system.

**New Business:**

**Motion made to add Dave Stevens to the Fire Marshal's Office roster as a fire inspector by Commissioner Kearney, 2<sup>nd</sup> by Commissioner Rochelle.  
Approved 5-0**

**Motion made to add Gary Bruce, Jr. to the Fire Marshal's Office roster as a fire investigator by Commissioner Rochelle, 2<sup>nd</sup> by Commissioner Kearney.  
Approved 5-0**

- Commissioner Kearney said his term on this board is ending in December and he is asking not to be reappointed, strictly because of a new work schedule. He has already told 1<sup>st</sup> Selectman Koskelowski and he said he would help with the transition of a new treasurer.

**Motion made to have letter sent to the Board of Selectman, indicating that the fire department should be included in any workshop/discussion with the State Coordinator and with the local emergency management personnel by Commissioner Lombardi, 2<sup>nd</sup> by Commissioner Martin. Approved 5-0**

- FM Wetowitz reported that Thule has installed solar panels. He said they are the first company in town with the panels and the installer gave a tour.

**Motion made to give the Chiefs permission to destroy 7 lengths of hose that failed hose testing as well as a length of 1" 3/4 and 2 additional lengths, secondary to failure by Commissioner Rochelle, 2<sup>nd</sup> by Commissioner Lombardi. Approved 5-0**

**Public Comment:** None

**Requisitions:** None

**Executive Session:** None

**Motion made to adjourn at 8:43pm by Commissioner Lombardi, 2<sup>nd</sup> by Commissioner Rochelle. Approved 5-0**

Respectfully Submitted,

  
Karen Lombardi- Recording Secretary