

## **Seymour Fire Department**

**Board of Fire Commissioners**

**Meeting Minutes**

**April 14, 2008**

**Citizens Engine Company**

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

**Meeting called to order at 7:02pm, followed by the Pledge of Allegiance.**

**Motion made to accept March meeting minutes by Commissioner Martin, 2<sup>nd</sup> by Commissioner Rochelle. Approved 3-0-2**

### **Correspondence:**

1. Thank you letter from Harry Gagliardi, Principle of Anna LoPresti School for the fire department service at a recent call, where school buses were delayed.
2. Fire Marshal Wetowitz provided the 2007 Seymour Fire Department incident summary.

### **Financial Report:**

- Updated financial report handed out. Commissioner Kearney stated a few bills were paid as of this morning.
  - Commissioner Kearney noted a transfer is needed to pay the oil bill. Invoices were discussed. **Motion made to transfer \$6,000 from the building improvement account to cover the oil account by Commissioner Martin, 2nd by Commissioner Rochelle. Approved 5-0**
  - Chief Andrews stated he received a budget run and there is a significant amount of purchase orders that are still open. Commissioner Lombardi said a better paper trail is necessary. Commissioner Kearney and Chief Andrews will sit down and try to reconcile the open purchase orders.
  - Commissioner Lombardi stated he would like to see the board receive a budget run, even in the absence of Commissioner Kearney.
  - Chairman Zullo suggested closing all P.O's down and starting with a new slate once the new budget goes into effect. Commissioner Rochelle stated you have to be careful you don't lose the money, if they were closed down. He hopes in the next few weeks this can be reconciled.
- Motion made to accept financial report by Commissioner Kearney, 2nd by Commissioner Lombardi. Approved 5-0**

### **Fire Marshal's Report:**

- Fire Marshal Wetowitz read Fire Marshal's Report.
- Motion made to accept Fire Marshal's Report by Commissioner Kearney, 2nd by Commissioner Rochelle. Approved 5-0**

**Chiefs Report:**

**Motion made to accept April Chief's minutes by Commissioner Martin, 2nd by Commissioner Rochelle. Approved 5-0**

**Discussion:**

- Chairman Zullo asked Chief Andrews about the wide variety of prices for physicals. Chief Andrews said it depends on each test. He will be discussing with Griffin Health Services.

**Old Business:**

None

**New Business:**

- Commissioner Martin said he has ordered a plaque for Past Chief Eighmie without Board pre-approval because of time restraints.

- Commissioner Lombardi discussed purchase order changes and new general guidelines to follow. He explained there would be a 4-part form, including a department copy, vendor copy, and receiving copy. **Motion made to accept purchase order proposal by Commissioner Kearney, motion amended by Commissioner Lombardi. Motion made to accept purchase order proposal to be placed permanently in SOG manual and for SOG to be number Board of Fire Commissioners #4/14/08-001. Approved 5-0**

- Asst. Chief Tomasheski stated that last year Webster Risk Services recommended installing showers at Great Hill to accommodate female firefighters. Quote received from Derby Glass for the installation of glass doors to separate stalls.

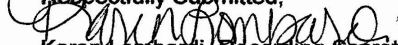
- Captain Wasilewski handed in receipt for meal reimbursement for long call on Bungay Road. Chairman Zullo would like the Chiefs to look into setting procedures with the Police Department to help with cones and signs on calls. Commissioner Rochelle asked about cones and signs which were bought with a Homeland Security grant. He stated they should be available to all departments at any time. Chief Andrews stated they are. Chief Andrews and Asst. Chief Tomasheski to sit with Chief Metzler and Lt. Satkowski to come to some kind of agreement in regards to shutting down roads and calling in off-duty offices during specific calls.

**Public Comment:** None

**Requisitions:** See attached.

**Motion made to adjourn at 8:20pm by Commissioner Kearney, 2<sup>nd</sup> by Commissioner Martin. Approved 5-0.**

Respectfully Submitted,

  
Karen Lombardi- Recording Secretary

**Seymour Fire Department  
Chief's Requisitions**

Qty	Item Description	Vendor	Price ea.	Total	Acct. No.	P.O. No.
2	Plaque for Chief Eighmie's testimonial	Hot Tops	125.00	125.00	745	
2	Heat circulator pumps for R-12 and Eng. 15	Allen's Plumbing	100.00	200.00	743	
7	Town of Seymour fuel cards	Town of Seymour	10.00	70.00	626	
1	Motorola speaker microphone	Galls	75.00	75.00	430	
1	Computer for C2 watch station	Cassanelli Assoc.	715.00	715.00	743	
1	Replace battery for Gems box	Grace Industries	146.00	146.00	743	
1	2 1/2" Hydrant gate for Great Hill	Gowans Knight	229.00	229.00	430	
1	Skull Saver for Eng. 16		89.00	89.00	430	
2	DAS33206DA Intelligent Batteries for GH Thermal Imaging Camera	E2V	225.00	450.00	743	
1	pr. Fire Boots size 10-1/2W for FF Culmo	Gowans Knight	112.00	112.00	615	55220
1	CPR Program (recert and full class)	Bryan Ryan	900.00	900.00	350	
1	Air filter for Eng. 15	Daddios	77.00	77.00	743	56193

By our signatures below, we approve the requisitions indicated above:  
 L. Scott Andrews, Chief  
 Thomas Tomasheski, Asst. Chief  
 James Smith, Asst. Chief

Date: \_\_\_\_\_  
 Dale Cann, Asst. Chief

GH  
 115.00  
 3,400.00  
 505.90  
 3,915.90

Mike H S-O  
 5-0  
 5-0