Town of Seymour

BOARD OF FIRE COMMISSIONERS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

COPY RECEIVED
DATE: 6/23/16
TIME: 9:40 AM
TOWN CLERK'S OFFICE

Meeting Minutes
June 13, 2016, 7:00 p.m.
Citizen's Engine Co.

Attendees: Pete Sampiere, Peter Wols, Clay Jurgens, Dan Zaniewski, Pat Lombardi, Chief John Cronin, and other members.

1) The meeting was called to order at 7:01 p.m.

2) All were led in the pledge to the flag.

3) Clay Jurgens/Dan Zaniewski made a motion to accept Chief's Meeting minutes from 6/6/2016. Vote: 4- Yes

4) Chief's Report: John Cronin was awarded a grant for an AED and given a lead for a second grant for an additional AED. He will issue a press release in the next few weeks.

5) Public Comment: There was no public comment.

6) Commissioner Meeting Minutes. Clay Jurgens/Dan Zaniewski made a motion to accept the Commissioner Meeting Minutes of 5/9/16 and Special Meeting Minutes of 5/26/2016. Vote: 4- Yes 0- No

Dan Zaniewski asked about the items which needed to be approved by the First Selectman before being purchased. Clay Jurgens stated he approved Tanker 19 but did not approve 50 bags of Speedy Dry but agreed on 20 bags. The O2 sensors were purchased and installed. Companies are handling the cases of water and the Bungay Road fire was reimbursed.

7) Correspondence: A letter from Town Counsel to Pat Lombardi was read regarding recusal from participation in appointment of Assistant Fire Chiefs.

Dan Zaniewski questioned the ability or authority of a commissioner to contact Town Council privately without bringing the issue to the commission first. Pat Lombardi stated the letter was addressed to him personally and was for his own knowledge, not for anyone else's.

8) Financial Report:
There was discussion on increasing the budget for the propane bill and will come out of the Diesel fund. The Bound tree order was not ordered but will be taken care of the following day. Parts for 19 were ordered and will be going in to Tracey's the next day. Bills are up to date.
John Cronin asked about the foam system for 16. There was discussion on if there was a purchase order was cut in the prior months. After reviewing the purchase order history, it was found in the April Financial Report. Clay Jurgens stated it had not been approved and will ask the First Selectman about it.

Pat Lombardi/Dan Zaniewski made a motion to accept the financial report. Vote: 5- Yes 0- No

9) Fire Marshal's Report: Dan Zaniewski/Clay Jurgens made a motion to accept the Fire Marshal's report for May 2016. Vote: 5- Yes, 0- No

10) Unfinished Business:

a) Discussion/Approval Fire Dept. Clerks Job Description: Clay Jurgens/Dan Zaniewski made a motion to table this item. Vote: 4- Yes, 1- Abstain (Pete Wols)

b) Discussion/Approval Smoke Detector Ordinance: Pat Lombardi/Clay Jurgens made a motion to table this item. Vote: 4- Yes, 1- Abstain (Pete Wols)

c) Discussion/Approval Fire Alarm Ordinance: Pat Lombardi/Clay Jurgens made a motion to table this item. Vote: 4- Yes, 1- Abstain (Pete Wols)

d) Discussion/Approval Seymour Town Ordinance 6-22 Enlistment Qualifications: Clay Jurgens/ Pat Lombardi made a motion to table this item. Vote: 4- Yes, 1- Abstain (Pete Wols)

e) Discussion/Approval Seymour Town Ordinance 6-30 Company Records. Clay Jurgens/Pat Lombardi made a motion to table this item. Vote: 4- Yes, 1- Abstain (Pete Wols)

f) Discussion/Approval Fire Chiefs Job Description: Pat Lombardi commented that 6-30 should be included in the Asst. Chief's and Fire Chief's job description and not only a town ordinance as it is an administrative function.

Dan Zaniewski/Pat Lombardi made a motion to accept the amended fire chief job description adding town ordinance 6-30 to the Fire Chief description and correcting the number of volunteers as 200 for supervisory role. Vote: 5: Yes, 0: No

g) Discussion/Approval Assistant Fire Chiefs Job Description:

Dan Zaniewski/Pete Wols made a motion to accept the amended assistant fire chief job description adding town ordinance 6-30 to the Fire Chief description Vote: 5- Yes, 0- No.

11) New business: No new business

12) First Selectman's Round table discussion. No meeting.

13) Commissioner Comments: No comments.

14) Public Comment: There was no public comment.

15) Executive Session: Pete Wols/Dan Zaniewski made a motion to enter Executive Session at 7:51pm to discuss the Chief and Asst. Chiefs appointment for Fiscal Year 2016/2017. Vote: 5/0

Pat Lombardi/Clay Jurgens made a motion to exit executive session at 8:44 pm with no action taken. Vote: 5/0

Appointments as follows:

Clay Jurgens/Dan Zaniewski nominate Mike Lombardi as Chief. Vote: 4- Yes, 1- Recusal (Pat Lombardi)

Pete Wols/Pat Lomabrdi nominate Doug Zaniewski as 1st Assistant Chief, Vote: 4- Yes, 1- Recusal (Dan Zaniewski)

Dan Zaniewski/ Clay Jurgens nominate Al Rochelle as 2nd Assistant Chief. Vote: 5- Yes

Pete Wols/Pat Lombardi nominate Chris Edwards as 3rd Assistant Chief. Vote: 5- Yes

15) Fire Chief's requisitions:

25 pairs of gloves for $2,449.75
20 hoods for $559.80
16 gear bags $575.84

50 safety glasses $449.50
10 helmet shields $500
10 helmets, black $2553.90
5 RIT clip boards for Accountability Board $655.00
Valley Fire Chief Dues for 2016/2017 $200.00
Rotor Rooter at Great Hill $1,089.00. Clay will ask about getting a second quote from a different vender.
Lindquist for 2 doors at Citizen's $5,000.00
Naugatuck Garage Door for maintenance for overhead doors in both fire houses $500.00
Batteries $156.00

Pete Wols/Pat Lombardi made a motion to accept the Fire Chief's requisitions. Vote: 5/0.

17) Adjournment. Pat Lombardi/Dan Zaniewski motioned to adjourn the meeting at 8:49p.m. Vote: 5/0

Respectfully Submitted,

Angela Chernesky
Recording Secretary

Town of Seymour

BOARD OF FIRE CHIEFS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

COPY RECEIVED
DATE: 6/9/16
TIME: 8:50 Am
TOWN CLERK'S OFFICE

Meeting Minutes
June 6, 2016, 7:00 pm
Great Hill Hose

Attendees: Chief John Cronin, Mike Lombardi, Tom Tomasheski, Doug Zaniewski and other members

1) The meeting was called to order at 7:00 p.m.

2) All were led in the pledge to the flag.

3) Tom Tomasheski/Mike Lombardi made a motion to accept Chief's Meeting Minutes from May 2, 2016. Vote: 3- Yes 0- No 1- Abstain (Doug Zaniewski)

4) Public Comment: There was no public comment.

5) Correspondence: There was no correspondence

6) Fire Police Captain Comments: Two openings at department for fire police. A member surprised them and dropped his gear off. There was no radio in his gear. They don't believe a radio was ever issued but he wanted to let the Chief's know.

Road signs were taken off the trucks and put in the fire police room. John Cronin stated they were supposed to be moved off the rescue trucks and moved to the utility trucks and needs to take it up with his officers. They belong on 10.

7) Unfinished Business: Capt. Edwards in talks with Daddios to plan a town wide drill for extrication day.

Salamander System: Ribbon came in from Emergency Management who will be trained on how to enter information and print cards. Doug Zaniewski will also train anyone who wants to learn how to do it.

Tom Tomasheski noted that on a recent call no probationary members had their cards on the scene. Doug Zaniewski will email captains to make sure that they get cards. Mike Lombardi asked membership to be reminded to not wear their tags during live training for fire because a lot of Seymour's cards were melted.

Tom Tomasheski/Mike Lombardi made a motion to add discussion of gear and vests. Vote: 4-0

Tom Tomasheski noted that there are too many calls on route 8 with guys jumping off the truck with jackets open, no vests, any time of the day. When asked where their gear is, members respond they don't have any, there are no extra. Wearing gear is part of the job. They will be sent off scene if they aren't wearing gear. Captains need to notify someone if they are short vests.

8) New Business: Doug Zaniewski would like to create a written document separate from SOP book and Commissioner's Section in SOP book that detail specific items such as job descriptions, duty week, chief's vehicle policies. John Cronin was not in favor of developing another manual. It would need to be in SOP. Doug Zaniewski will draft some ideas to review to be added.

9) Training: FF1 Classes are winding down. All 9 members have passed state practicals. Now getting ready for written exam. Mike Lombardi asked what the status was of members that did not complete mandatory training. Capt. Edwdards stated one member that was outstanding is no longer a member and the other is on medical leave.

Mask Fit training- Doug Zaniewski is having issues coordinating in getting all the training complete with Capt. Nelson. He will be down at Citizens next week to get the training finished.

Tom Tomasheski had asked Citizens to have a plan in place by tonight's meeting regarding a tower class. Seeing as nobody came through, he will take over that task. He also noted that he has finished the sprinkler mock.

10) Physicals: Physicals are status quo.

11) Repairs and Maintenance: Ladder testing went well. Air testing/SCBA maintenance, both compressor systems need annual service. 17 needs piping and drain valves replaced. There will be a quote coming for both.

Waiting on parts for 19 to come in, PO already cut. 12's transmission PO is cut and will be getting done. There are several outstanding PO's that John Cronin won't know the status of until he speaks with Clay Jurgens. 16's foam system needs to be done. 17 and 18 are both having charging issues. 16's generator is still down, waiting to talk to Traceys.

12) Company Events for June: Company will be going to Beacon Falls on 11th and Bethany the following week. Event forms are needed for any trucks that will be attending any parades.

13) Captain's Comments: No comments.

14) Chief's Comments: Tom Tomasheski needs to get people on the boat. Doug Zaniewski noted that driver training manuals need to be done and needs to get added to Firehouse.

John Cronin applied for 9 defibrillators and received notification they will be awarded one. He was given a lead for another grant opportunity, applied for another grant and was awarded a second defibrillator. He also commented that attendance is starting to be an issue, trucks are not getting out.

Mike Lombardi asked the captains to speak to the other four officers and remind them that there are chief's meetings on the first Monday of each month. There needs to be a representative at each meeting, and an engineer from C2.

15) Public Comment: No public comment

16) Executive Session: Not necessary.

17) Chief's Requisitions: There are POs that were put on hold and John does not know where they stand as of the meeting until he speaks to Clay Jurgens.

25 pairs of gloves for $2449.75

20 hoods for $559.80

16 gear bags $575.84

50 safety glasses $449.50

10 helmet shields $500

10 helmets, black $2553.90

5 RIT clip boards for Accountability Board $650.00

Tom Tomasheski asked for pager batteries. John Cronin said there is an open PO for them but until he talks to Clay Jurgens he doesn't know where it stands.

Doug Zaniewski/Tom Tomasheski made a motion to accept the requisitions. Vote: 4/0

Town of Seymour

BOARD OF FIRE COMMISSIONERS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

COPY RECEIVED
DATE: 5/12/16
TIME: 11:15 am
TOWN CLERK'S OFFICE

Meeting Minutes
May 9, 2016, 7:00 p.m.
Great Hill Hose Co.

Attendees: Pete Sampiere, Peter Wols, Clay Jurgens, Dan Zaniewski, Pat Lombardi, Chief John Cronin, and other members.

1) The meeting was called to order at 7:00 p.m.

2) All were led in the pledge to the flag.

3) Clay Jurgens/Dan Zaniewski made a motion to accept Chief's Meeting minutes from 5/2/2016. Vote: 4- Yes, 1- No (Pat Lombardi).

There was discussion regarding the dock space and boat ramp at the new Stones Throw restaurant.

There was discussion regarding outstanding physicals that are due.

Regarding the changes with Derosa and Childs, Pat Lombardi noted that if an item was not listed on the agenda action cannot be taken unless it is added to the agenda beforehand.

Discussion was had regarding passwords being added to ipads and computers.

Discussion was had regarding the dive van being vandalized for the second time. Two cameras were budgeted for next year.

4) Chief's Report: A grant for 9 AED was submitted and is being considered. Senator Rob Kane would like to visit the department in the next 30 days. The Commissioners asked Chief Cronin to investigate further before making a decision.

5) Public Comment: There was no public comment.

6) Commissioner Meeting Minutes. Clay Jurgens/Pat Lombardi made a motion to accept the Commissioner Meeting Minutes of 4/11/16. Vote: 5/0

Town of Seymour

BOARD OF FIRE COMMISSIONERS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

7) Correspondence:

Allen Rochelle submitted a letter of intent and a resume for the Board of Fire Chief's
Michael Lombardi submitted a letter of intent and a resume for the Board of Fire Chief.

Tom Tomasheski submitted a letter of intent and a resume for the Assistant Fire Chief position.

Chief John Cronin Jr. submitted a letter of intent and a resume for the Fire Chief position.

Christopher Edwards submitted a letter of intent and a resume for the Assistant Fire Chief position

Doug Zaniewski submitted a letter of intent and a resume for the Fire Chief position.

8) Financial Report: Discussion was had regarding a reimbursement for food purchased for the Bungay Road fire for $114.12. Fifteen packages of hot dog rolls, 3 packages of hot dogs, paper plates, 3 cases of waters were purchased.

Mike Lombardi's truck was repaired and a bill for $240.00 was received.

The First Selectman did not approve the following purchase orders from last month: Tracey's for tanker 19, Housatonic Paper, Communication services, Valley Fire School for the pump class, WB Mason for printer ink, Bowton for foam.

A bill was received from Daddios in the amount of $110.00 for fog lamps. There was an issue regarding the spending freeze and whether it was approved by the Board of Fire Chiefs prior to the spending freeze was put into effect.

Mike Lombardi mentioned to remove the requisition for the Valley Fire School as the class was cancelled due to low enrollment.

Clay Jurgens spoke to the First Selectman and asked to purchase supplies from Housatonic paper. He also approved the order for O2 sensors and batteries for flashlights. Anything else that needs to be approved needs to be run by the First Selectman first.

Discussion was had regarding the repair on Tanker 19 not being approved by the First Selectman. Clay Jurgens said he will approach the First Selectman again about Tanker 19. Chief Cronin said the tanker will be out of service by the end of the meeting.

Dan Zaniewski/Pete Wols made a motion to accept the financial report. Vote: 4 - Yes, 1-Abstain (Clay Jurgens)

9) Fire Marshal's Report: Pat Lombardi/Clay Jurgens made a motion to accept the Fire Marshal's report for April 2016. Vote: 5/0

10) Unfinished Business: Pat Lombardi gave an update on the Strategic Planning Workshop.

Dan Zaniewski/Pete Wols made a motion to add two items to the agenda: Job descriptions for Chief and Assistant Chief and Ordinances. Vote: 5/0

Discussion was had regarding the job descriptions for Chief and Assistant Fire Chief. It was decided to review and vote at the next meeting.

Discussion was had regarding the ordinances to be changed and updated. It was decided to review the ordinances over the next month and at the next meeting they will be discussed.

11) New business: Discussion was had regarding picking a date and time to interview for the Chief and Fire Chief positions.

Dan Zaniewski/Pete Wols made a motion to conduct chief interviews on May 26 at 6pm at Citizens Engine.

The schedule is as follows:

6:00pm- Doug Zaniewski
6:30pm- Chris Edwards
7:00pm- Mike Lombardi
7:30pm-Tom Tomasheski
8:00pm-John Cronin Jr.
8:30pm- Allen Rochelle

Discussion was had regarding the Fire Department Clerk. It was decided that one could not be hired until the Job Description was written, posted, interview process, and hiring process.

The job description will be added to next month's agenda and finalized.

12) First Selectman's Round table discussion. No meeting.

Town of Seymour

BOARD OF FIRE COMMISSIONERS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

13) Public Comment: There was no public comment.

14) Executive Session: Clay Jurgens/Pete Wols made a motion to enter executive session at 7:43pm for the FOI request. Vote: 5/0

Pat Lombardi/Clay Jurgens made a motion to exit executive session at 7:52pm with no action taken. Vote: 5/0

15) Fire Chief's requisitions:
50 bags of Speedy Dry from Daddios $600
O2 sensors $660
Cases of Water from Stop and Shop
Reimbursement for Bungay Road fire $114.12

Dan Zaniewski/Pat Lombardi made a motion to accept the Fire Chief's requisitions. Vote: 5/0.
Pat Lombardi asked for more investigation to find out what happened with the receipt for the Bungay Road fire.

16) Commissioner's Comments: Pete Wols commented that it was a nice meeting. There were no other comments.

17) Adjournment. Pete Wols/Dan Zaniewski motioned to adjourn the meeting at 7:51 p.m. Vote: 5/0

Respectfully Submitted,

Angela Chernesky
Recording Secretary

Town of Seymour

BOARD OF FIRE COMMISSIONERS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

COPY RECEIVED
DATE: 5/31/16
TIME: 10:45am
TOWN CLERK'S OFFICE

Special Meeting Minutes
May 26, 2016
Citizen's Eng. Co. #2

Attendees: Pete Sampiere, Pat Lombardi, Clay Jurgens, Dan Zaniewski, and Pete Wols
Ohers attending at scheduled times: Doug Zaniewski, Chris Edwards, Mike Lombardi, Tom Tomasheski,, John Cronin Jr., and Allen Rochelle

1. The meeting was called to order by Chairman Sampiere at 6:09 P.M.
2. All were led in the pledge to the flag.
3. Executive Session: Interviews for the position of Chief and Asst. Chiefs.
   Motion made by Dan Zaniewski seconded by Pete Wols to go into Executive Session at 6:12 P.M. Vote 4/0

   Motion made by Clay Jurgens seconded by Pat Lombardi to come out of Executive Session at 8:43 P.M. Vote 4/0
   Please note that Commissioner Lombardi recused himself from taking part in the interview with Mike Lombardi and that no motions or actions were taken during the Executive Session.
4. Adjourment:
   Motion made by/Clay Jurgens seconded by Dan Zaniewski at 8:45 P.M.
   Vote 4/0

Respectfully submitted,

P. Lombardi
Vice-Chairman

Telephone: 203-888-1909

Fire Dept Expenditures

Town of Seymour

06/13/2016 05:23:12 PM

Fiscal Year 2015-2016

		Orig Budget	Changes	Adj Budget	Mtd Expended	Ytd Expended	Encumbered	Balance	%Exp
550 Fire Department									
1-001-420-2200-550-101 Salary: Director		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
1-001-420-2200-550-105 Salary - Engineers	*	$11,856.00	$3,420.00	$15,276.00	$988.00	$11,825.00	$0.00	$3,451.00	77.41%
1-001-420-2200-550-110 Salary: Regular employees -Mechanic	*	$3,420.00	($3,420.00)	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
1-001-420-2200-550-120 Salary - Part Time		$24,720.00	$0.00	$24,720.00	$2,257.20	$8,461.20	$0.00	$16,258.80	34.23%
1-001-420-2200-550-125 Board secretary fees		$1,700.00	$0.00	$1,700.00	$160.00	$1,165.00	$210.00	$325.00	80.88%
1-001-410-1550-550-220 Social security - Fire		$3,189.74	$0.00	$3,189.74	$260.52	$1,587.67	$0.00	$1,602.07	49.77%
1-001-420-2200-550-340 Purchased professional services - Medica		$32,000.00	$0.00	$32,000.00	$4,652.43	$29,488.83	$0.00	$2,511.17	92.15%
1-001-420-2200-550-350 Education/Meeting/Seminars		$36,411.00	$0.00	$36,411.00	$263.93	$21,627.26	$3,350.00	$11,433.74	68.60%
1-001-420-2200-550-430 Repairs and maintenance		$55,000.00	$0.00	$55,000.00	$1,891.53	$50,465.95	$2,533.37	$2,000.68	96.36%
1-001-420-2200-550-530 Communications/Telephones		$7,900.00	$0.00	$7,900.00	$465.71	$5,655.93	$193.77	$2,050.30	74.05%
1-001-420-2200-550-580 Travel		$200.00	$0.00	$200.00	$0.00	$120.76	$0.00	$79.24	60.38%
1-001-420-2200-550-610 General supplies		$3,000.00	$0.00	$3,000.00	$0.00	$1,710.73	$665.94	$623.33	79.22%
1-001-420-2200-550-615 Clothing		$30,883.00	$0.00	$30,883.00	$0.00	$23,724.52	$0.00	$7,158.48	76.82%
1-001-420-2200-550-622 Electricity		$26,000.00	$0.00	$26,000.00	$0.00	$22,256.60	$551.00	$3,192.40	87.72%
1-001-420-2200-550-624 Oil		$29,736.00	$0.00	$29,736.00	$638.27	$20,784.98	$0.00	$8,951.02	69.90%
1-001-420-2200-550-626 Gasoline		$17,385.00	$0.00	$17,385.00	$1,208.62	$13,584.56	$3,522.07	$278.37	99.99%
1-001-420-2200-550-720 Buildings - Improvements		$35,000.00	$0.00	$35,000.00	$1,340.15	$24,354.39	$608.26	$10,037.35	71.32%
1-001-420-2200-550-740 Equipment Capital		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
1-001-420-2200-550-741 Vechicle Lease		$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
1-001-420-2200-550-743 Mach and Equip OSHA		$48,700.00	$0.00	$48,700.00	$2,769.79	$38,108.14	$10,591.86	$0.00	100.00%
1-001-420-2200-550-745 Equipment Non Capital		$36,500.00	$0.00	$36,500.00	$0.00	$31,095.82	$4,446.64	$957.54	97.38%
SubDept 550 Fire Department		$403,600.74	$0.00	$403,600.74	$16,896.15	$306,017.34	$26,672.91	$70,910.49	82.43%
Fund 001 General Fund		$403,600.74	$0.00	$403,600.74	$16,896.15	$306,017.34	$26,672.91	$70,910.49	82.43%
Grand Total for Report		$403,600.74	$0.00	$403,600.74	$16,896.15	$306,017.34	$26,672.91	$70,910.49	82.43%

Fire Dept

Town of Seymour

6/13/2016 5:23:38 PM
Fiscal Year 2015 - 2016

PO #	Vendor #	Vendor Name	PO Date	Ref	Age	Batch	Line	Account Number	PO Description	Status	PO Amount	Amt Spent	Encumbered
20047	13550	EHMAN MECHANICAL SERV LLC	07/02/15		347	FD July	1	1-001-420-2200-550-720	AC yearly service both	P	$1,045.00	$1,045.00	$0.00
20061	38397	SHIPMANS FIRE EQUIPMENT	07/02/15		347	FD July	1	1-001-420-2200-550-743	Pak-flo testing-March	O	$3,500.00	$0.00	$3,500.00
20062	136521	Century Ladder Testing LLC	07/02/15		347	FD July	1	1-001-420-2200-550-743	Ground ladder testing-May	O	$1,200.00	$0.00	$1,200.00
20063	90443	HOUSATONIC PAPER & SUPPLY	07/02/15		347	FD July	1	1-001-420-2200-550-720	steward Supplies-both	P	$2,000.00	$1,404.51	$595.49
20080	157618	Interstate Battery System of	07/02/15		347	FD July	1	1-001-420-2200-550-743	Misc batteries both houses	P	$1,000.00	$531.50	$468.50
20082	152319	A & J Generator and Equipment, LL	07/02/15		347	FD July	2	1-001-420-2200-550-743	Annual service C2	P	$1,500.00	$435.00	$1,065.00
20083		A & J Generator and Equipment, LL	07/02/15		347	FD July	1	1-001-420-2200-550-743	annual service GH	P	$1,500.00	$435.00	$1,065.00
20191	105522	Home Depot	07/14/15		335	FD July	1	1-001-420-2200-550-610	Light bulbs both houses	O	$150.00	$0.00	$150.00
20689	173353	Konica Minolta Business Solutions	09/16/15		271	FD Sept	1	1-001-420-2200-550-530	copy machine lease	P	$1,404.00	$1,210.23	$193.77
21035	173409	LOMBARDI, PAT	11/10/15		216	PO-NOV AP	1	1-001-420-2200-550-610	REIMB. USB DRIVE	O	$15.94	$0.00	$15.94
21323	168167	EVERSOURCE ENERGY	01/07/16		158	AP- JAN	1	1-001-420-2200-550-622	3rd QTR ELECTRIC FIRE	P	$10,000.00	$9,449.00	$551.00
21412	168192	CHERNESKY, ANGELA	01/19/16		146	AP- JAN	1	1-001-420-2200-550-125	Secretary services for BOFC	P	$840.00	$630.00	$210.00
21451	13612	EAST RIVER ENERGY	01/19/16		146	AP- JAN	1	1-001-420-2200-550-624	fuel oil for both houses-3rd	P	$5,000.00	$12,902.27	$0.00
21495	18900	GRIFFIN HOSPITAL	01/26/16		139	AP- JAN	1	1-001-420-2200-550-340	DEPARTMENT DRUG	P	$11,000.00	$11,580.18	$0.00
21496	31400	OXFORD LUMBER BLDG	01/26/16		139	AP- JAN	1	1-001-420-2200-550-720	3RD QTR SUPPLIES	P	$556.31	$543.54	$12.77
21497	126010	Northeastern Communications Inc.	01/26/16		139	AP- JAN	1	1-001-420-2200-550-430	3RD QTR PAGER	P	$1,892.00	$1,164.25	$727.75
21498	06900	CHATFIELD POWER EQUIPMENT	01/26/16		139	AP- JAN	1	1-001-420-2200-550-430	3RD QTR PARTS AND	P	$400.00	$465.97	$0.00
21499	08800	Communications Services of	01/26/16		139	AP- JAN	1	1-001-420-2200-550-430	3RD QTR PARTS AND	P	$446.43	$360.81	$85.62
21500	38397	SHIPMANS FIRE EQUIPMENT	01/26/16		139	AP- JAN	1	1-001-420-2200-550-430	3RD QTR PARTS AND	P	$1,684.45	$1,248.05	$436.40
21502	13612	EAST RIVER ENERGY	01/26/16		139	AP- JAN	1	1-001-420-2200-550-626	3RD QTR DIESEL	P	$1,700.00	$1,505.14	$194.86
21553	11705	DADDIO'S NEW AUTO PARTS	02/03/16		131	PO-FEB AP	1	1-001-420-2200-550-430	3rd qtr fire houses blanket	P	$1,838.81	$1,055.21	$783.60
21585	152209	Phoenix Propane, LLC	02/08/16		126	PO-FEB AP	1	1-001-420-2200-550-626	3rd qtr Propane both houses	P	$3,861.29	$534.08	$3,327.21
21588	23860	KIRK PRODUCTS CO INC	02/08/16		126	PO-FEB AP	1	1-001-420-2200-550-743	3rd qtr	O	$200.00	$0.00	$200.00
21589	42510	W B MASON COMPANY INC	02/08/16		126	PO-FEB AP	1	1-001-420-2200-550-350	3rd qtr supplies	O	$500.00	$0.00	$500.00
21657	41360	TRACY'S GARAGE	02/16/16		118	PO-FEB AP	1	1-001-420-2200-550-430	Engine 13 air leak	O	$500.00	$0.00	$500.00
21847	126029	Bound Tree	03/17/16		88	PO - MAR	1	1-001-420-2200-550-610	MEDICAL GLOVES AND	O	$500.00	$0.00	$500.00
21849	38397	SHIPMANS FIRE EQUIPMENT	03/17/16		88	PO - MAR	1	1-001-420-2200-550-745	QUARTER TURN VALVE	O	$1,000.00	$0.00	$1,000.00
21852	42755	VALLEY FIRE CHIEFS REGIONAL	03/17/16		88	PO - MAR	1	1-001-420-2200-550-350	2 Q TRAINING CLASS	O	$600.00	$0.00	$600.00
21853		VALLEY FIRE CHIEFS REGIONAL	03/17/16		88	PO - MAR	1	1-001-420-2200-550-350	INSTRUCTORS CLASS	O	$2,250.00	$0.00	$2,250.00
21854	15654	FIREMATIC SUPPLY CO INC	03/17/16		88	PO - MAR	1	1-001-420-2200-550-743	CHECK WARNING LIGHTS	O	$303.36	$0.00	$303.36
		FIREMATIC SUPPLY CO INC	03/17/16		88	PO - MAR	2	1-001-420-2200-550-745	check warning lights rescue	O	$446.64	$0.00	$446.64
22142	00900	AIR COMPRESSOR ENGINEER.	05/10/16		34	AP-MAY	1	1-001-420-2200-550-743	compresser maintaince	O	$2,790.00	$0.00	$2,790.00
22202	41360	TRACY'S GARAGE	05/19/16		25	AP-MAY	1	1-001-420-2200-550-745	Repairs to Tanker 19	O	$3,000.00	$0.00	$3,000.00

PO #	Vendor #	Vendor Name	PO Date	Ref	Age	Batch	Line	Account Number		PO Description	Status	PO Amount	Amt Spent	Encumbered
									Fund		001 General Fund			**$26,672.91**
		Grand Total for Report												**$26,672.91**

Office Of The Fire Marshal
Town of Seymour
1 First Street
Seymour, Connecticut 06483

SEYMOUR FIRE MARSHAL'S REPORT
SUMMARY OF OFFICE ACTIVITIES FOR MAY 2016

Below is a brief summary of the major work activities that the Seymour Fire Marshal's Office conducted during the month May 2016.

Building Inspections – The Office conducted 9 inspections on new construction, 8 inspections on existing buildings and 5 re-inspections.

Reports – 26 Blasting Permit – 0 Blasting Site Inspections – 0 Blasting Complaints – 0

Other Complaints – 4 Meetings – 18 Code Modification request – 0 Detail Code Reviews – 2

Detail follow- up activities – 12 Burning Permits – 3 Underground propane tank inspections - 0

Oil Tank Removal/Inquiry - 2

Major Activities

Outside Training Conducted – None

Training activities attended – DFM Willis attended a ½ day class in Shelton on new Group Home Code enforcement, I and DFM Willis attended a day class at FM Global testing laboratory in Rhode Island. We witnessed building construction testing and fire testing.

29 Maple St. apartment building, old Anna Lopresti School – Significant time has been spent conducting construction inspections and witnessing equipment testing. This project is nearing completion. The sprinkler system is on.

38 Columbus Street apartment building – The construction of this building is on-going. I anticipate this project to be very time consuming.

50 Cogwheel Lane, Basement Systems – I conducted inspections and witnessed the testing of the fire alarm system, sprinkler system, emergency lights, exit signs, fire stairway doors, penetration sealing and walking surfaces. This project is complete and I have signed off on the CO application.

Intern – The intern from Masuk High School passed his course for participation in our Office. His internship has concluded.

33 Progress Avenue, Basement Systems building – Construction continues on this 73,000 square foot building. It includes a training center, warehousing and truck bay areas. This will be another time consuming project.

Telephone: 203-881-5010 • Fax: 203-881-5005

600 Derby Avenue, Haynes Construction – (No Change) The proposal of turning the old concrete plan into a retail store is moving thru the Town's boards.

Residential Inspections - The Office continues to focus more time on conducting inspections on apartment buildings and multi-family houses.

Emergency Response Guide Books – The Office picked up and distributed these books to several departments in Town.

Significant Fire Investigations: 8 Karlak Street, Camper RV fire – This appears to be an accidental fire with the total loss of the RV and some damage to a house.

Each fire and follow-up requires a detailed report.

Submitted by,

Paul Wetowitz
Seymour Fire Marshal

June 7 2016

Cc. File

BERCHEM, MOSES & DEVLIN, P.C.

ATTORNEYS & COUNSELORS AT LAW

RICHARD J. BUTURLA
rbuturla@bmdlaw.com

PLEASE REPLY TO
MILFORD OFFICE
WWW.BMDLAW.COM

May 23, 2016

Fire Commissioner, Patrick Lombardi
Chairman of the Seymour Board of Fire Commissioners
c/o First Selectmen's Office
Town of Seymour
1 First Street
Seymour, CT 06483

Re: Appointment of Chief and Assistant Chiefs

Dear Commissioner Lombardi:

You have posed a question to our firm as Town Counsel as to whether a Commissioner may be required to recuse himself from participation in the appointment process concerning the Chief and the Assistant Chiefs if an immediate family member is, in fact, a candidate for such a position.

As you are aware, in Seymour the town-wide volunteer fire department consists of two separate fire companies – Citizens Engine Company and Great Hill Hose Company. The Board of Fire Commissioners has five members, two of whom are nominated by each company and one who is selected by the First Selectman. Seymour Charter § 10.07. There is a fire chief and three assistant chiefs, two from each fire company. The chiefs serve one-year terms and can only be removed for cause by the Board of Fire Commissioners after a full hearing. Seymour Town Code, § 6-21.

The question posed requires analysis of the Town of Seymour Code of Ethics as codified in Section 2-238 of the Seymour Town Code. Section 2-238 provides in pertinent part as follows:

> No officer, employee or official shall engage in or participate in any business, transaction or proceedings, or shall have an interest, direct or indirect, which is incompatible with the proper discharge of his official duties in the public interest or would tend to impair his independent judgment or action in the performance of his official duties.

Seymour Town Code § 2-238.

75 BROAD STREET
MILFORD, CT 06460
TELEPHONE (203) 783-1200
FACSIMILE (203) 878-2235

9 MORGAN AVENUE
NORWALK, CT 06851
TELEPHONE (203) 803-2942
FACSIMILE (203) 866-2818

1221 POST ROAD EAST
WESTPORT, CT 06880
TELEPHONE (203)227-9545
FACSIMILE (203) 225-1641

Members of the Fire Commission are "Officials" within the meaning of the Code of Ethics. The common meaning of the word "participate" is to take part in, and that includes rendering of advice or recommendations or otherwise influencing a decision or action. The pivotal issue is whether the Commissioners have an "interest" in the matter by virtue of the fact that their direct family member has applied to be the Chief or an Assistant Chief.

The Code of Ethics does contain a comprehensive definition of the term "Interest." Section 2-237 of the Seymour Town Code states that that term "shall include private financial interest and interest other than financial, arising from blood or marriage relationship or close business or political association." The dictionary definition of the word "interest" is something of importance or concern. In the context of the Code of Ethics, interest means something of importance or concern which is incompatible with the proper discharge of one's official duties in the public interest or would tend to impair one's judgment or action in the performance of his official duties. In other words, to be disqualifying, an interest must be something more than an interest one may have as a member of the general public, even if one has strong feelings of beliefs about the matter at hand. Interests that may be disqualifying explicitly include direct or indirect non-financial interests when such interests will interfere with a board member's independent judgment or interfere with the performance of his official duties.

Additionally, "immediate family has been defined as any spouse, children or dependent relatives who reside in the individual's household. Seymour Town Code 2-237.

On the facts presented, this is a simple question. It is our opinion that a Fire Commissioner must recuse himself from participating in the appointment process for Chief or Assistant Chief if a child or other immediate family member is a candidate for such position. See, e.g. Caltabiano v. Planning & Zoning Commission of the Town of Salem, 211 Conn. 662 (1989)(When words of a statute are plain and unambiguous a court looks no further for interpretive guidance because it assumes that the words express the language of the legislature); Dublin v. Shields, 165 Conn. 396 (1973)(canons of statutory construction are applicable whether an ordinance or an act of the General Assembly is involved). It is without question that a public official cannot utilize his official position to benefit an immediate family member; that is, such an action would be contrary to Section 2-238 of the Seymour Town Code.

If you have any questions or wish to discuss the matter further, please do not hesitate to contact me.

Very truly yours,

Richard J. Buturla
Town Counsel

RJB:jlc