



Town of Seymour

BOARD OF FIRE CHIEFS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

COPY RECEIVED
DATE: 10/13/16
TIME: 10:15 AM
TOWN CLERK'S OFFICE

Meeting Minutes
October 3, 2016, 7:00 pm
Great Hill Hose Co.

Attendees: Chief Mike Lombardi, Doug Zaniewski, Al Rochelle, Chris Edwards 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) Doug Zaniewski/Chris Edwards made a motion to accept Minutes from September 8, 2016.
Vote: 4/ 0
- 4) Public Comment: There was no public comment.
- 5) Correspondence: A letter was received by the Board of Fire Chiefs from Huchet expressing interest in the Quartermaster position.
- 6) Fire Police Captain Comments: No fire police present
- 7) Unfinished Business:

a) Physicals

Discussion was had regarding a meeting between Chief Rochelle and Griffin Health. Board of Fire Chiefs decided to try Concentra on a Saturday with 15-18 guys for this quarter and see how it goes from there.

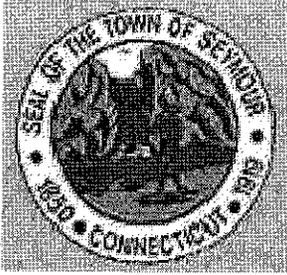
b) Running Assignments

Chief Lombardi gave an update on Northwest. He is still working with Steve Savage and it continues to be a gradual change to the new running assignments.

c) Radio update

Tom Eighme was unable to make the meeting to give an update.

Telephone: 203-888-1909



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Doug Zaniwski/Al Rochelle made a motion to move Item 17 Executive Session- PIO interview to earlier in the agenda. Vote: 4/0

Al Rochelle/Chris Edwards made a motion to add Executive Session- Interview for quartermaster position to the agenda. Vote: 4/0

Al Rochelle/Chris Edwards made a motion to enter Executive Session at 7:14 pm

Al Rochelle/Chris Edwards made a motion to come out of Executive Session at 7:43pm noting that no motions or actions were taken.

8) New Business:

a) Red Cross Smoke Detector Program

Al Rochelle was approached by the Fire Marshal regarding installing smoke detectors in a certain area of town. They are asking for a fire truck and a few fire fighters to help them do the installation. Looking around mid-November.

Chris Edwards/Al Rochelle made a motion to supply two trucks for the Red Cross program. Vote: 4/0

b) Junior Core transition policy

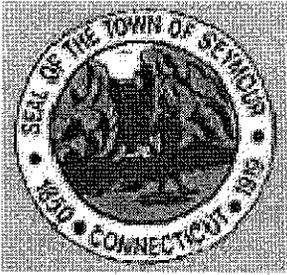
Al Rochelle noted that there currently is no SOG/SOP in place for when a member turns 18. The issue is who is responsible to insure the junior core member when he turns 18. Chief Lombardi suggested contacting town counsel on this matter.

c) Portable Radios/Programming

Discussion was had regarding the Programming Report. The chiefs recommended adding Middlebury to one of the channels.

Doug Zaniwski/Al Rochelle made a motion to accept the programming report with changes as discussed. Vote: 4/0

Chief Lombardi commented for the record that he is getting a lot of mixed feedback. When he speaks to Northwest he is getting one thing. When he talks to the project manager, he is hearing something else. As chiefs, they need to be on the same page as far as radios. Chief



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Lombardi also wants to know who will be responsible for programming the radios and paying for it once the project is finished because it is not in the budget.

d) Appointment of Department PIO

Chris Edwards/Al Rochelle made a motion to appoint Tim Willis to a one year term as PIO. Vote: 4/0

e) Appointment of Department Quartermaster

Al Rochelle/Chris Edwards made a motion to appoint John Huchet as department quartermaster.

Discussion was had regarding issues with where the gear will be kept and difficulties with having gear at C2 for Great Hill members.

Al Rochelle rescinded his motion.

Mike Lombardi/Doug Zaniewski made a motion to divide the gear between the houses. The captains will be responsible for locking the equipment, logging it into firehouse software and reporting to the chiefs. Vote: 4/0

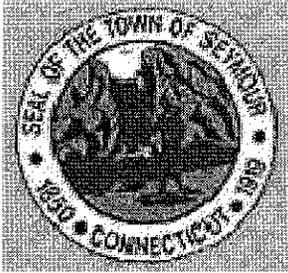
Chief Lombardi thanked John Huchet for his time. Al Rochelle would like a report on the equipment next month.

f) Officer turn out.

Chief Lombardi stated that over the last three months drills and alarms were weak. Firehouse software indicated that from January 1, to present Great Hill has 18 members who have not made 30 alarms, and Citizens has 19 members who have not made 30 alarms. He is unhappy that some of the people who have not hit 30 are department officers. At the end of the year, members who don't have 30 alarms are violating company policy.

He is also unhappy with the turnout for the two walk throughs. Almost all the officers told him they were available and then the day of the walk through told him they could not make it. He stated that the fire marshal went through hoops to get them in that building and to show up with two chiefs and one officer was insufficient.

g) Trick or Trunk Event



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Al Rochelle stated that two vehicles are being requested for the event. One rescue truck with a light tower and one engine because there will be an open burn. There is also a request to decorate the vehicles for a contest. The winner will get a \$500 award to a charity of its choice. There is also a request for a grill and someone to man the grill.

Doug Zaniewski/Al Rochelle made a motion to participate in the event and provide a rescue truck from Great Hill and an engine from Citizens. Vote: 4/0

h) Budget Plan

Chief Lombardi had a meeting with the First Selectman regarding the budget plan. The budget is due in February but would like to start working on it now. A day will be scheduled for a workshop over the next few months.

I) Duty Weeks

Chief Lombardi asked again for the chiefs and officers to send an email to let everyone know if they will be away, especially if it is your duty week.

9) Training:

Discussion was had regarding the training report. A copy of the training report is attached.

10) Safety:

Al Rochelle stated that members have been slacking on wearing vests.

11) Special Ops:

Discussion was had regarding a rope class in house with Ron Burgess.

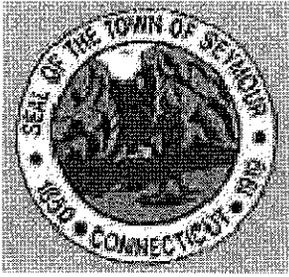
12) Repairs and Maintenance:

Firematic found no issues and came in under budget.

New pagers have an issue with beeping which appears to be a programming issue.

Engine 11 will be going in 10/6 for generator at Traceys.

Rescue 12 will be gone 10/5 to New Age Warning to address left side lights.



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Tower 14 has an issue with hydraulic pressure. Spoke with Gowans and Knight and the driver of the truck and it appears the PTO was left on for 4-5 hours and it liquefied. Once the truck cooled down and it was fine. This issue will be watched.

Tanker 19 has a leaky air valve switch. This was an okayed emergency PO through Clay Jurgens and another commissioner.

Engine 11 had a bad alternator and was fixed. Clay Jurgens cut the emergency PO but Chris Edwards never physically saw it.

Invoice for steering box came in. \$4518.70.

Engine 16 foam system is fixed. The PO needs to be increased to cover the balance.

Air Compressor Engineering in the amount of \$3539.10. Commissioner Jurgens was responsible for this issue. The quote came in at \$2289.00 and is money cut from last year's budget. Chris Edwards never gave the okay for them to go over the quote and has never spoken to these people. None of the engineers or chiefs were involved in it.

Al Rochelle stated that it needs to be clear that all maintenance issues need to go through Chris Edwards because this is a perfect example of what happens when everyone is not brought to the table.

Chief Lombardi would like to have an Executive Session at the commissioners meeting to discuss the Maintenance Chief's job and the job of the person cutting the purchase orders. This was an issue discussed for 90 minutes at last month's commissioners meeting.

13) Company Events:

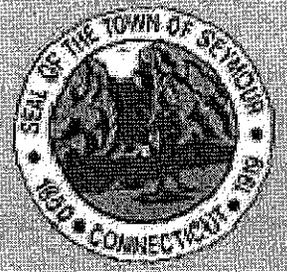
See attached list of company events for October.

14) Captain's Comments: Capt. Levey asked for a storage box for gas cans.

He also asked to have the steering column removed from the floor of Great Hill. Al Rochelle suggested asking the commissioners what their intentions are for it. Discussion was had regarding running rules and daytime coverage.

15) Chief's Comments:

Al Rochelle contacted NVHD and received a list of their contact information. Chief Lombardi will scan and make sure Northwest has a copy.



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Doug Zaniewski echoed comments on safety vests. If the chiefs are asking members to wear them then the chiefs need to adhere to the same policy.

Chief Lombardi stated that gear fitting will be at 7pm on 10/18 at Great Hill.

Chief Lombardi was contacted by a foundation that awards AED grants and resubmitted the grant for another AED. He is also in the process of working on a radio grant with the operations manager of the town. It will be a dual band portable for the four chiefs.

He thanked everyone for the turn out for the great events, especially the 9/11 memorial.

He is aware of the issues with the new pagers but the problems are being worked out.

16) Public Comment: No public comment

17) Executive Session: Moved to earlier in the agenda.

18) Chief's Requisitions:

See attached requisitions.

Al Rochelle/Chris Edwards made a motion to approve the Requisitions Vote: 4/0

18) Adjournment: Doug Zaniewski/Chris Edwards made a motion to adjourn at 8:49pm. Vote: 4/0

Respectfully Submitted,


Angela Chernesky

EVENT REQUEST FORM

This form is to be completed for all events that require the use of apparatus or events that have members of the public or department property. Please fill out the form in advance of the event(s) with necessary documentation, sign and return to the Chiefs's office prior to the Chief's meeting.

Event Description #1
Break Fast

Event Description #2
Trick or Trunk

Event Description #3
Open House

Date and Time
OCT. 16 7am - 12pm

Date and Time
10/29 4pm -

Date and Time
10/15 12-4

Event Location
C2

Event Location

Event Location
GH

Will Apparatus be O.O.S. ?
Yes No

Will Apparatus be O.O.S. ?
Yes No

Will Apparatus be O.O.S. ?
Yes No

List Apparatus

List Apparatus

List Apparatus

Company Coverage Needed?
Yes No

Company Coverage Needed?
Yes No

Company Coverage Needed?
Yes No

Company Rep. Signature
[Signature] 502
Date
OCT 3

Company Rep. Signature
Date

Company Rep. Signature
Date

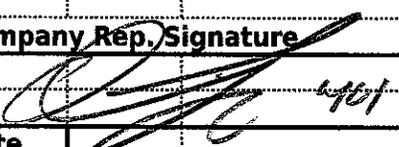
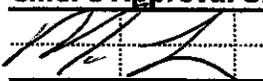
Chief's Approval Signature
[Signature]
Date

Chief's Approval Signature
Date

Chief's Approval Signature
Date

EVENT REQUEST FORM

This form is to be completed for all events that require the use of apparatus or events that have members of the public or depart. Please fill out the form in advance of the event(s) with necessary documentation, sign and return to the Chiefs's office prior to meeting.

Event Description #1	Event Description #2	Event Description
Ladies		
Night		
Date and Time	Date and Time	Date and Time
Oct, 22nd 2016		
6pm - 12am		
Event Location	Event Location	Event Location
Taron 1757		
Will Apparatus be O.O.S. ?	Will Apparatus be O.O.S. ?	Will Apparatus be O.O.S. ?
Yes <input type="radio"/> No <input checked="" type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
List Apparatus	List Apparatus	List Apparatus
Dual Coverage		
Company Coverage Needed?	Company Coverage Needed?	Company Coverage Needed?
Yes <input checked="" type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>	Yes <input type="radio"/> No <input type="radio"/>
Company Rep. Signature	Company Rep. Signature	Company Rep. Signature
		
Date	Date	Date
Chief's Approval Signature	Chief's Approval Signature	Chief's Approval Signature
		
Date	Date	Date

Monthly Training Report

October 2016

Scheduled Training:

1. Firefighter 2 (Valley Fire School)
 - a. In progress and going well
2. 2q Class at GH Sign up through valley school web site.
 - a. Currently 4 signed up
 - i. Greg, Jimmy, Karl, Dan
 - b. Wednesday 10/26
 - c. Wednesday 11/2
 - d. Saturday 11/5
 - e. Saturday 11/12
3. Strategy and tactics 3 (Great Hill)
 - a. 10/29 and 10/30 Captains, please push enrollment
4. Safety Officer (Beacon Falls)
 - a. 11/5, 11/6, and 11/13 (3 day class)
5. Live Burn (Danbury)
 - a. 12/4 9am-3pm Captains, please push enrollment
6. Hazmat Class
 - a. Looking to schedule in January

Completed Classes:

1. Incident Command Walk Through
 - a. Completed at GH last week
 - b. Planned for C2 10/19 Officers must attend

Company Level Training:

1. Training Hours
 - a. GH 3 drills - 154 Man hours
 - b. C2 0 Drills - 0 Man hours
2. Participation and Documentation
 - a. I have noticed on several occasions that members who are not present at the actual drill are getting credit for participation. This is not acceptable and is falsifying reports. Please be sure that only those who are actually in attendance get credit. It is not fair to those who show up and participate that others receive the same credit. I understand that some people are excused. Those **MUST** be tracked accordingly
 - b. Chief and Officer participation
 - i. We are not immune from training. We must also be present and active in as much training as possible. We are expected to lead this department and be at the top of our game. Active participation is the only way to assure that to our members.

JOHN HUCHET

43 Second Avenue
Seymour, CT
06483
(203)843-3688

September 28, 2016

Town of Seymour Board of Fire Chiefs
26 Deforest Street
140 Botsford Road
Seymour, CT 06483

Dear Seymour Board of Fire Chiefs,

I am writing you in regards to the position of Quartermaster for the Seymour Fire Department. I currently have one years' worth of experience as a firefighter for the town of Seymour, and although I do not have many years in the fire service, I do have a basic understanding of NFPA Standard 1851 for selection, care, and maintenance of structural and/or proximity fire firefighting gear.

I'd like the opportunity to tell you more about my work experience and how my skill set could contribute to the successful day-to-day operation of your department. I'd be happy to supply strong references at your request.

I look forward to discussing the position with you.

Sincerely,

John Huchet

Objective Looking for a professional work atmosphere where my firefighting education and experiences can and will be utilized for the protection of people and their property.

Experience Fire Fighter
06/2015-Current Seymour Fire Department, Seymour, CT

- Providing quick and immediate response to most emergency situations
- Operate a variety of fire suppression tools and use of rescue/protective clothing.
- Monitor and maintain equipment used incase of fire and other emergencies to ensure readiness and operation at anytime.
- Educate citizens about measures they can take to prevent fires in their homes and workplace.

Education Emmett O'Brien Tech, Ansonia,CT
10/2009-06/2012

- High School Diploma
- Computer Aided Drafting

Valley Chiefs Fire Regional Fire School, Seymour,CT
01/2016-06/2016

- Connecticut Firefighter 1 Certification
- Hazmat Awareness
- Hazmat Operations

Additional Skills

- Volunteer at Seymour Fire Department
- Knowledge in Firefighting Terminology

References References are available on request.