

Town of Seymour

COPY RECEIVED
DATE: 10/22/18
TIME: 1:20 PM
TOWN CLERK'S OFFICE

BOARD OF FIRE COMMISSIONERS

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

Meeting Minutes
October 11, 7:00 p.m.
Citizens Engine Co.

Attendees: Tom Eighmie, Clay Jurgens, Pete Sampiere, Todd Andrews, Dan Cooper

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

2) Pledge to the flag

3) Chief Meeting Minutes: Discussion and approval of October 2018 meeting

Pete Sampiere/Tom Eighmie made a motion to accept October 2018 minutes. Vote: 5/0

Clarification was made on the line items used for the new vehicle.

Tom Eighmie requested a breakdown on the new firetruck for documentation in the future.

Discussion was had regarding the new firetruck mounting and features.

Update on fire extinguisher safety inspections.

Discussion was had regarding the dive equipment offer of \$5,000.00 by Danbury Police Department.

Discussion was had regarding FD4 accident and notification occurring 5 days after the accident.

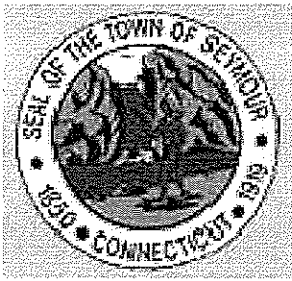
Training towers are 90% removed at Great Hill.

Todd Andrews/Pete Sampiere made a motion to add dive equipment to unfinished business Vote 5/0

4) Chief's Report: Al Rochelle started doing inventory on Rehab 20. Looking into a grant to buy a misting fan and other supplies.

Discussion was had regarding drills that were recently held.

Telephone: 203-888-1909



Town of Seymour

BOARD OF FIRE COMMISSIONERS

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Discussion was had regarding SOP updates and running assignment. Discussion was had to include 38 Columbus St to Senior Housing List.

Discussion was had regarding including Stevenson coming to Great Hill for RIT calls.

Chris Edwards gave an update on the maintenance report.

Discussion was had regarding the plan for old engine 13 once it is out of service.

Todd Andrews/Pete Sampiere made a motion to add Ops 1 and running assignments under new business Vote: 5/0

5) Public comment: No comment.

6) Commissioner's Meeting Minutes: Discussion/approval of Commissioner Meeting Minutes dated September 2018 meeting minutes

Update on roof at citizens.

Update on remaining members to take sexual harassment training.

Todd Andrews/Pete Sampiere made a motion to approve Commissioner Minutes. Vote: 5/0

7) Correspondence: None

8) Financial Report: Discussion and approval.

Todd Andrews/Pete Sampiere made a motion to approve the financial report. Vote: 5/0

Update was had on line items.

Discussion was had regarding Air Compressor Engineering reports.

Both companies will be receiving an amount for stewards fees.

See attached financial report.

9) Fire Marshals report: None

10) Unfinished Business:



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a) Dive Equipment

Todd Andrews/Pete Sampiere made a motion to move forward with the sale if a written offer for dive equipment is received. Vote: 5/0

Discussion was had regarding the floor at Great Hill.

11) New Business:

a) Discussion/Possible action on SOP regarding Duty Week.

Discussion was had regarding Duty Week for the chiefs.

b) Discussion/Possible action on OPS1 and Running Assignment

Todd Andrews/Pete Sampiere made a motion to approve OPS1 as revised. Vote: 5/0

Discussion was had regarding the mutual aid breakdown.

12) First Selectman Round Table. There was no discussion.

13) Public Comment: No public comment.

14) Chief's Requisitions- Discussion and approval

Todd Andrews/Dan Cooper made a motion to approve requisitions. Vote: 5/0

15) Commissioner Comments: Tom Eighmie- for the record, when the commissioners went through the interview process for the assistant chief, they put out a prerequisite for what was needed for the position and there is an expectation on the candidates to have at least 95% of that prerequisite fulfilled, and that needs to be understood by everyone.

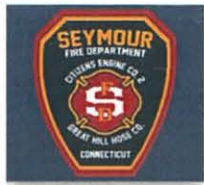
16) Executive Session: Todd Andrew/Dan Cooper made a motion to go into executive session at 8:35pm

Pete Sampiere/Dan Cooper made a motion to come out of executive session at 8:39pm noting no votes or motions were made. Vote: 5/0

17) Adjournment: Tom Eighmie/Pete Sampiere motioned to adjourn the meeting at 8:51pp.m. Vote: 5/0

Respectfully Submitted,

Telephone: 203-888-1909



SEYMOUR FIRE DEPARTMENT RUNNING ASSIGNMENTS

TYPE OF ALARM		
<u>CITIZENS</u>		<u>GREAT HILL</u>
E-11,E,13,R-12,T-14	AFA	E-15,E-16,R-17,T-14
E-11,E-13 U-10	BRUSH FIRE	E-15,E16,U 18
E-13,U-10	OUTSIDE BURN	E-15,U-18
E-11,R-12	CO DETECTOR	E-15,R-17
E-13,R-12	DUMPSTER FIRE	E-16,R-17
E-11,E,13-R-12	MVA UNKNOWN	E-15,E-16,R-17
E-11,E,13-R-12	MVA W/EXTRICATION	E-15,E-16,R-17
E-13,R-12	FLUIDS DOWN POST MVA	E-16,E17
R-12,R-17,T-14,E-13	ROPE RESCUE	R-12,R-17,T-14,E-15
E-11,E-13,R-12,T-14	REPORTED STRUCTURE FIRE	E-15,E-16,R-17,T-14
FULL ASSIGNMENT	CONFIRMED WORKING FIRE	FULL ASSIGNMENT
M/A OXFORD TRUCK AND ENGINE	2ND ALARM	M/A OXFORD TRUCK AND ENGINE
M/A BEACON TRUCK AND ENGINE	3RD ALARM	M/A BEACON TRUCK AND ENGINE
M/A BH ENGINE	BACK FILL HOUSES	M/A OXFORD QF
R-12	RIT	U-18
E-13	M/A STATION COVERAGE	E-16
E-11,U10	WIRES DOWN	E-15,U-18
R-12,U10	PUBLIC SERVICE	R-17,U-18
E-11,E,13-R-12	HAZMAT	E-15,E-16,R-17
R-12	RT 8 EMS BLOCKING	R-17
TNK-19	NON HYDRANTED AREA	T-19
E-13,R-12,R17,R-20,U 10,U 18, B1,B2, B3	WATER/ICE RESCUE	E-15,R-12,R17,R-20,U 10,U 18, B1,B2, B3
R-20	REHAB	R-20
E-11	DAY TIME RESPONSE 0:500-17:00	E-15

Fire Dept Expenditures

10/11/2018

Town of Seymour

Fiscal Year 2018-2019

	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	\$15,000.00	\$0.00	\$15,000.00	\$1,462.75	\$4,008.73	\$0.00	\$10,991.27	26.72%
1-001-420-2200-550-110 Salary: Regular employees -Mechanic	\$0.00	\$0.00	\$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	\$0.00	\$0.00	\$0.00	\$24,720.00	0.00%
1-001-420-2200-550-125 Board secretary fees	\$1,200.00	\$0.00	\$1,200.00	\$60.00	\$360.00	\$0.00	\$840.00	30.00%
1-001-410-1550-550-220 Social security - Fire	\$3,130.00	\$0.00	\$3,130.00	\$4,528.05	\$4,816.67	\$0.00	(\$1,686.67)	153.89%
1-001-420-2200-550-340 Purchased professional services - Medica	\$32,500.00	\$0.00	\$32,500.00	\$0.00	\$2,891.98	\$4,608.02	\$25,000.00	23.08%
1-001-420-2200-550-350 Education/Meeting/Seminars	\$36,000.00	\$0.00	\$36,000.00	\$1,286.59	\$2,432.62	\$6,650.00	\$26,917.38	25.23%
1-001-420-2200-550-430 Repairs and maintenance	\$60,000.00	\$0.00	\$60,000.00	(\$109.33)	\$14,077.57	\$5,487.74	\$40,434.69	32.61%
1-001-420-2200-550-530 Communications/Telephones	\$10,800.00	\$0.00	\$10,800.00	\$0.00	\$678.14	\$401.98	\$9,719.88	10.00%
1-001-420-2200-550-580 Travel	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0.00%
1-001-420-2200-550-610 General supplies	\$3,000.00	\$0.00	\$3,000.00	\$37.52	\$566.25	\$236.64	\$2,197.11	26.76%
1-001-420-2200-550-615 Clothing	\$30,450.00	\$0.00	\$30,450.00	\$0.00	\$0.00	\$26,343.76	\$4,106.24	86.51%
1-001-420-2200-550-622 Electricity	\$26,000.00	\$0.00	\$26,000.00	\$0.00	\$6,092.60	\$0.00	\$19,907.40	23.43%
1-001-420-2200-550-624 Oil	\$28,000.00	\$0.00	\$28,000.00	\$253.79	\$365.57	\$134.43	\$27,500.00	1.79%
1-001-420-2200-550-626 Gasoline	\$17,000.00	\$0.00	\$17,000.00	\$0.00	\$0.00	\$0.00	\$17,000.00	0.00%
1-001-420-2200-550-720 Buildings - Improvements	\$37,000.00	\$0.00	\$37,000.00	\$3,290.21	\$13,090.81	\$7,141.40	\$16,767.79	54.68%
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	\$49,000.00	\$0.00	\$49,000.00	\$0.00	\$28,485.17	\$5,382.00	\$15,132.83	69.12%
1-001-420-2200-550-745 Equipment Non Capital	\$38,000.00	\$0.00	\$38,000.00	\$0.00	\$29,560.46	\$8,183.92	\$255.62	99.99%
SubDept 550 Fire Department	\$412,000.00	\$0.00	\$412,000.00	\$10,809.58	\$107,426.57	\$64,569.89	\$240,003.54	41.75%
Fund 001 General Fund	\$412,000.00	\$0.00	\$412,000.00	\$10,809.58	\$107,426.57	\$64,569.89	\$240,003.54	41.75%
Grand Total for Report	\$412,000.00	\$0.00	\$412,000.00	\$10,809.58	\$107,426.57	\$64,569.89	\$240,003.54	41.75%

Fire Dept
Town of Seymour

10/11/2018 1:49:34 PM
Fiscal Year 2018 - 2019

PO #	Vendor #	Vendor Name	PO Date	Ref	Age	Batch	Line	Account Number	PO Description	Status	PO Amount	Amt Spent	Encumbered
50010	31400	Oxford Lumber & Build.Materials	07/01/18		102	AP -	1	1-001-420-2200-550-610	1st QTR Blanket	P	\$350.00	\$113.36	\$236.64
50042	11705	DADDIO'S NEW AUTO PARTS	07/09/18		94	AP -	1	1-001-420-2200-550-430	1st qtr blanket parts	P	\$1,500.00	\$1,354.96	\$145.04
50092	152209	Phoenix Propane, LLC	07/11/18		92	AP -	1	1-001-420-2200-550-624	1ST QTR BLANKET	P	\$500.00	\$365.57	\$134.43
50121	42755	VALLEY FIRE CHIEFS REGIONAL	07/16/18		87	AP -	1	1-001-420-2200-550-350	FF Class - Terrance	O	\$850.00	\$0.00	\$850.00
50174	168192	CHERNESKY, ANGELA	07/23/18		80	AP -	1	1-001-420-2200-550-125	1st qtr Secretary fees	P	\$180.00	\$360.00	\$0.00
50271	168167	EVERSOURCE; Electric	08/06/18		66	AP -	1	1-001-420-2200-550-622	Jul, Aug, Sept Electric -	P	\$5,000.00	\$6,092.60	\$0.00
50291	18900	GRIFFIN HOSPITAL	08/08/18		64	AP -	1	1-001-420-2200-550-340	1ST QTR PHYSICALS	P	\$7,500.00	\$2,891.98	\$4,608.02
50366	15654	FIREMATIC SUPPLY CO INC	08/15/18		57	AP -	2	1-001-420-2200-550-615	First watch cold water suits	O	\$1,193.76	\$0.00	\$1,193.76
		FIREMATIC SUPPLY CO INC	08/15/18		57	AP -	3	1-001-420-2200-550-615	Turn out gear	O	\$25,000.00	\$0.00	\$25,000.00
		FIREMATIC SUPPLY CO INC	08/15/18		57	AP -	4	1-001-420-2200-550-430	wheel chalk for E17	O	\$220.20	\$0.00	\$220.20
50368	42750	Valley Electric Supply Company	08/15/18		57	AP -	1	1-001-420-2200-550-430	Halogen Lamps for R-17	O	\$24.50	\$0.00	\$24.50
50369	141665	Witmer Public Safety Group	08/15/18		57	AP -	1	1-001-420-2200-550-745	Tiedown straps TK-19	O	\$131.42	\$0.00	\$131.42
50371	18260	GOWANS-KNIGHT COMPANY INC	08/15/18		57	AP -	2	1-001-420-2200-550-430	Ladder cover skullsaver	O	\$226.00	\$0.00	\$226.00
50373	14695	FALCIONI PAINTING, LLC	08/15/18		57	AP -	1	1-001-420-2200-550-720	powerwash great hill exterior	O	\$2,000.00	\$0.00	\$2,000.00
50374	06385	CALVERT SAFE & LOCK LTD	08/15/18		57	AP -	1	1-001-420-2200-550-720	Door Closers - Citizens	O	\$150.00	\$0.00	\$150.00
50376	141823	Lowe's	08/15/18		57	AP -	1	1-001-420-2200-550-720	Tankless hot water heater -	O	\$429.00	\$0.00	\$429.00
50388	157339	Verizon Wireless	08/20/18		52	AP -	1	1-001-420-2200-550-530	Jul, Aug, Sept cell phones	P	\$480.12	\$480.12	\$0.00
50425	152211	Motorola Solutions, Inc.	08/22/18		50	AP -	1	1-001-420-2200-550-745	Radios (F-150)	O	\$8,052.50	\$0.00	\$8,052.50
50573	189316	Iott, Ethan	09/13/18		28	AP -	1	1-001-420-2200-550-350	Safe Boating Class reimb	O	\$100.00	\$0.00	\$100.00
50575	42755	VALLEY FIRE CHIEFS REGIONAL	09/13/18		28	AP -	1	1-001-420-2200-550-350	Rope Class	O	\$2,800.00	\$0.00	\$2,800.00
50576	178808	FLASH FIRE INDUSTRIES	09/13/18		28	AP -	1	1-001-420-2200-550-350	roof operations	O	\$2,000.00	\$0.00	\$2,000.00
50577	184102	JLN ASSOCIATES, LLC	09/13/18		28	AP -	1	1-001-420-2200-550-350	Stragegy & Tactics	O	\$900.00	\$0.00	\$900.00
50579	173402	NU-AGE WARNING LLC	09/13/18		28	AP -	1	1-001-420-2200-550-430	Lens replacement DF	O	\$332.00	\$0.00	\$332.00
50580	18260	GOWANS-KNIGHT COMPANY INC	09/13/18		28	AP -	1	1-001-420-2200-550-430	hose bed cover engine 13	O	\$2,095.00	\$0.00	\$2,095.00
50581	157573	Fire Equipment Headquarters Inc.	09/13/18		28	AP -	1	1-001-420-2200-550-430	meter sensor replacement	O	\$945.00	\$0.00	\$945.00
50582	173402	NU-AGE WARNING LLC	09/13/18		28	AP -	1	1-001-420-2200-550-430	custom cabinet bed slide for	P	\$4,300.00	\$4,300.00	\$0.00
50583	15654	FIREMATIC SUPPLY CO INC	09/13/18		28	AP -	1	1-001-420-2200-550-743	5 hose replacement	O	\$3,882.00	\$0.00	\$3,882.00
50599	18260	GOWANS-KNIGHT COMPANY INC	09/18/18		23	AP -	1	1-001-420-2200-550-743	Pump test and Pump maint.	P	\$12,000.00	\$13,567.35	\$0.00
50607	42750	Valley Electric Supply Company	09/19/18		22	AP -	1	1-001-420-2200-550-720	replacement Lights	O	\$62.40	\$0.00	\$62.40
50707	173353	Konica Minolta	10/05/18		6	AP -	1	1-001-420-2200-550-530	2nd QTR copier	P	\$600.00	\$198.02	\$401.98
50719	00900	AIR COMPRESSOR ENGINEERIN	10/10/18		1	AP -	1	1-001-420-2200-550-743	Service SCBA	O	\$1,500.00	\$0.00	\$1,500.00
50720	184155	Auto Repairs Unlimited LLC	10/10/18		1	AP -	1	1-001-420-2200-550-430	Repair FD3 Vehicle	O	\$1,500.00	\$0.00	\$1,500.00
50731	18750	GREAT HILL HOSE COMPANY	10/10/18		1	AP -	1	1-001-420-2200-550-720	Steward fees	O	\$2,000.00	\$0.00	\$2,000.00

**Fire Dept
Town of Seymour**

10/11/2018 1:49:34 PM
Fiscal Year 2018 - 2019

PO #	Vendor #	Vendor Name	PO Date	Ref	Age	Batch	Line	Account Number	PO Description	Status	PO Amount	Amt Spent	Encumbered
50732	07650	CITIZENS ENGINE COMPANY	10/10/18		1	AP -	1	1-001-420-2200-550-720	Steward Fees	O	\$2,000.00	\$0.00	\$2,000.00
50734	189335	New England Cap Co.	10/10/18		1	AP -	1	1-001-420-2200-550-615	Clothing	O	\$150.00	\$0.00	\$150.00
50748	90443	HOUSATONIC PAPER & SUPPLY	10/11/18		0	AP -	1	1-001-420-2200-550-720	Supplies for GH	O	\$500.00	\$0.00	\$500.00
									Fund	001 General Fund			\$64,569.89
Grand Total for Report													\$64,569.89

Seymour (CT) Fire Department

Standard Operating Guideline No. OPS 1

S.O.G. Title: Apparatus Response

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Issue Date: 1 Oct 2011

Revision Date: 9 Oct 2018

Authorized by: *Chief Michael Lombardi*

Apparatus response guidelines are designed to have the most appropriate type of apparatus arrive at each call. The matrix below contains the most frequent type of calls the department receives. Apparatus response should be based on the following:

1. Most appropriate apparatus according to response matrix
2. Apparatus specifically requested by an Incident Commander or Officer
3. Apparatus specifically requested by another department

A. Elderly Housing

One engine from Great Hill is to respond on all calls at the following elderly housing complexes:

- | | |
|----------------------------|--------------------|
| a. Smithfield Gardens | 26-28 Smith Street |
| b. Father Callahan Hose | 32 Smith Street |
| c. Norman Ray House | 133 Walnut Street |
| d. Shady Knoll Health Care | 43 Skokorat Street |

B. Mutual Aid Response

All Officers and Firefighters are to report to their respective stations for assignment. Firefighters are not to respond out of town in their personal vehicles. All Officers and Firefighters responding on any mutual aid call with the exception of drivers must be certified in Firefighter I (pre 1977 exempt applies).

C. Mutual Aid RIT

Citizens' will respond RIT: Rescue 12

Great Hill will respond RIT: Utility 18

In the absence of Rescue 12 or if Rescue 12 is already working a call, Rescue 17 would become the primary RIT rescue.

All Officers and Firefighters are to report to their respective stations for assignment. An RIT rescue must respond with a crew of at least four (4) certified RIT firefighters. The driver may or may not be part of the RIT crew. All RIT certified firefighters are encouraged to respond to the station assigned for response.

D. Mutual Aid Coverage

Citizens' will cover:

Ansonia (east of the Naugatuck River), Oxford (Center District), Beacon Falls, Bethany, Woodbridge, Derby (east of Rte. 8)

Great Hill will cover:

Ansonia (west of the Naugatuck River), Oxford (Riverside and Quaker Farms District), Derby (west of Rte. 8), Shelton and Monroe

E. Ladder Mutual Aid

Truck 14 will respond with a minimum crew of five (5) firefighters. No engine will respond unless requested also.

F. Tanker Mutual Aid

Tanker 19 will respond with a minimum crew of two (2). No engine will respond unless requested also.