

Town of Seymour

**BOARD OF FIRE COMMISSIONERS**

1 FIRST STREET, SEYMOUR, CONNECTICUT 06483

COPY RECEIVED  
DATE: 04-22-2019  
TIME: 11:13 AM  
TOWN CLERK'S OFFICE

Meeting Minutes  
April 8, 2019, 7:00 p.m.  
Citizens Engine

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

- 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 April 2019 meeting minutes.

Todd Andrews/Pete Sampiere made a motion to approve Chiefs minutes Vote: 4/0

- 4) Chief's Report: Update was given on the budget.

- 5) Public comment: No comment.

- 6) Commissioner's Meeting Minutes: Discussion/approval of Commissioner Meeting Minutes dated March 2019

Pete Sampiere/Todd Andrews made a motion to accept Commissioners Meeting Minutes  
Vote: 4/0

- 7) Correspondence: Letter to Board of Fire Commissioners re: Appointment of Deputy Fire Marshal.

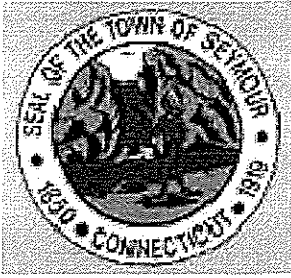
- 8) Financial Report: Discussion and approval.

Pete Sampiere/Todd Andrews made a motion to approve the financial report. Vote: 4 Yes  
0 No 1 Abstain (Tom Eighmie)

- 9) Fire Marshals report: Todd Andrews/Pete Sampiere made a motion to accept Fire Marshals reports dated March 2019. Vote: 4/0

- 10) Unfinished Business:

- a) Chief appointment dates- Clay Jurgens/Todd Andrews made a motion to table the issue one month. 4/0



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#### 11) New Business:

Pete Sampiere/Todd Andrews made a motion to add recommendation of appointment to the agenda. Vote: 4/0

- a) Deputy Fire Marshal- Discussion was had regarding the appointment of Deputy Fire Marshal.

Todd Andrews/Tom Eighmie made a motion to send a letter to BOS recommending committees recommendation Vote: 4/0

- b) Ordinances- List of recommendations re: ordinance updates was requested from chiefs and commissioners so it can be presented to the First Selectman. Board of Fire chiefs will go through all ordinances and present at next month.

Tom Eighmie/Todd Andrews made a motion to add SOG re: Rehab 20 to the agenda. Vote: 4/0

- c) Rehab 20 SOG- See attached

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

13) Public Comment: No public comment.

14) Chief's Requisitions- Discussion and approval

Todd Andrews/Tom Eighmie made a motion to approve requisitions. Vote: 4/0

15) Commissioner Comments: Tom Eighmie- Decent job on budget spend down. Asked Chief Lombardi to hone in on the radio project.

Clay Jurgens Discussed posting for letters of intent and resumes in June for Chief and Assistant Chief. Todd Andrews/Tom Eighmie made a motion to post in both firehouses Vote: 4/0

16) Executive Session: Todd Andrews/Pete Sampiere made a motion to go into executive session at 7:25 Vote: 4/0

Tom Eighmie/Todd Andrews made a motion to come out of executive session at 7:33 noting no motions or votes were taken. Vote: 4/0

17) Adjournment: Tom Eighmie/Todd Andrews motioned to adjourn the meeting at 7:37p.m. Vote: 4/0

Telephone: 203-888-1909



## Seymour Fire Marshal's Office

1 First Street

Seymour CT, 06483

(203) 881-5010

### SEYMOUR FIRE MARSHAL'S OFFICE MONTHLY SUMMARY

March 2019

Building Inspections		
New: 2	Existing: 3	Re-inspections: 0

Investigations			
Structure Fires: 1	Vehicle Fires: 0	Other Fires: 0	Follow up: 0

Training	
Attended: 1	Provided: 1

Miscellaneous:		
Propane Tanks: 0	Blasting Permits: 0	Burn Permits: 1
Plan Reviews: 1	Complaints: 4	Meetings: 10
Follow up: 8	Reports: 1	Oil Tank Removals: 3
Other: 5	Fire Lanes: 0	Modifications: 0

#### Major Activities:

1. Follow up at Balance Rock Fire
2. Training for residents at 38 Columbus Street
3. Training with NICB
4. Hiring Process for new DFM
5. Transition between fire marshals
6. Follow up with Tri-Town Demo
7. Meetings at Haynes regarding Blasting
8. George Street Blasting
9. Structure Fire 104 Derby Ave.
10. Complaint 22 Union Street

#### On-going Projects:

1. Wendy's
2. 115 Main Street
3. 147 Main Street
4. 73 Cogwheel
5. 380 South Main Street

Respectfully,

Timothy P. Willis  
Fire Marshal  
Seymour



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**1 First Street**  
**Seymour CT, 06483**  
**(203) 881-5010**

April 8, 2019

Town of Seymour  
Board of Fire Commissioners  
1 First Street  
Seymour, CT 06483

RE: Appointment of Deputy Fire Marshal (FM2)

Dear Chairman Jurgens,

I am writing to your Board in regards to the appointment of a new full-time Deputy Fire Marshal for the Town of Seymour. The committee put together by First Selectman Miller has met with and interviewed numerous candidates and come up with its selection for the position. The committee has chosen Robert Rockwell of Shelton, Connecticut.

Mr. Rockwell comes with a wealth of knowledge and experience in the fire marshal field. He has over 30 years in the field and has worked in all different facets of inspection. He is a former President of the CT Fire Marshal's Association and is well established in the fire prevention community. I look forward to the progress we can make as a team to better serve not only the Fire Department, but also the community of Seymour.

Respectfully,

A handwritten signature in blue ink, appearing to read "Timothy P. Willis".

Timothy P. Willis  
Fire Marshal  
Seymour

CC: Rory Burke (First Selectman's Office)

# **Seymour (CT) Fire Department**

## **Standard Operating Guideline No. OPS 1**

The following is a response procedure for REHAB 20. This is to replace any and all other procedures in regard to rehab 20 if any.

Rehab 20 will respond to any and all confirmed structure fires with in the town of Seymour. It will respond with a crew of 2. If there is not 2 members available. It may respond with 1 member after command is notified of such. The unit will respond on a priority 2 response unless instructed by command to respond priority 1.

It will also respond to any long duration call on an as needed basis. (Example, Brush fires, water rescues if not already on scene because of towing marine 1, MVA's requiring long on scene standby's or any call the incident commander feels its resources would be needed ) This will also be a priority 2 response unless command request it differently

Mutual Aid: Rehab 20 will be available for mutual aid to the surrounding towns that the Seymour fire Dept Normal give's Mutual aid to. Departments are as Follows.

**Beacon Hose company #1 Beacon Falls**

**Oxford Fire Dept. Oxford**

**Bethany Fire Dept. Bethany**

**Woodbridge Fire Dept. Woodbridge**

**Ansonia Fire Dept, Ansonia.**

Any Mutual Aid request for rehab 20 outside of these Towns and Depts is to be on an as needed basis and can only be approved by a Chief Officer.


Mutual aid response's will be priority 2 response (with the flow of traffic no lights or siren) unless otherwise requested by command to respond on a priority 1 response.


## Seymour Fire Department Chief's Requisitions

Qty	Item Description	Vendor	Price ea.	Total	Acct. No.
1	FIREFIGHTER 1 CLASS	VALLEY FIRE SCHOOOL	\$1,200	\$1,200	
1	LADDER OPS CLASS	MIKE CROTURE	\$1,600	\$1,600	
				\$2,800	

By our signatures below, we approve the requisitions indicated above:

Date: 4/8/19

  
Michael Lombardi, Chief

  
Al Rochelle, Asst. Chief

Chris Edwards, Asst. Chief

Dave VanWart, Asst. Chief