

Board of Fire Commissioners
January 2, 2018
Company #1 Firehouse
Regular Meeting

Commissioners present: Howard Bogue, Jennifer Spencer & Bruce Dutch
Visitors present: Emmett Lyman, Don Angersola arrived at 6:10pm

1. Call to Order 6:02pm
2. Appointment of Chairman and Secretary: Motion by Bruce Dutch to appoint Howard Bogue as Chairman and Jennifer Spencer as Secretary. Second by Howard Bogue. Motion so passed.
3. Acceptance of Minutes
 - a. Motion by Bruce Dutch, seconded by Howard Bogue, to accept the minutes from December 5, 2017. Motion so passed. Jennifer Spencer abstained.
4. Bill Approval:
 - a. Invoices reviewed. Motion to submit invoices made by Bruce Dutch with second by Howard Bogue. Motion so passed.
5. Budget Recap:
 - a. Budget reviewed for fiscal year 2017-2018. Currently at 42.4%.
6. Old Business:
 - a. Jennifer Spencer appointed to Board of Fire Commissioners.
 - b. John Yacovino appointed Deputy Fire Marshal
7. Visitors Participation:
 - a. Emmett Lyman discussed concerns involving policy and procedures for career staff and their expected response to ALS calls. Plan is review current guidelines as wording appears ambiguous. Determine what response will best meet the needs of the Towns residents.
 - b. Emmett Lyman opened discussion regarding financial expenditure for career staff and meeting needs of the town. Would it be a benefit to use two FTE or continue with one FTE and rest of coverage is with PT staff. Plan: review statistics for meeting needs of town and the scheduling needed to assist coverage adequately and adjust contract accordingly.
 - c. Emmett Lyman requesting clarification regarding actual scheduled for career staff. Is FT employee to be on 10 hour shifts at this time or on 8hr shifts. Can the shifts of employees be posted and available to First Selectman on at least a weekly basis.
 - d. Emmett Lyman requesting clarification as to who is in command at an incident when paid staff Lieutenant is on duty but volunteers including officers are at the scene.
 - e. Emmett Lyman asking if career staff are meeting the required needs for mandatory training/ meetings. Howard Bogue to follow up on this concern.
 - f. Emmett Lyman voicing concern with difficulty covering ambulance calls recently. Mr Lyman also concerned with reimbursement for calls the ambulance crew takes and is it truly necessary. Discussion took place with no final determination but Mr Lyman

- indicated he has discussed concerns with ambulance chief and will attend upcoming meeting as well.
- g. Howard Bogue asking Mr Lyman the status of fireboat requisition. Mr Lyman noted the Fire Department will not be getting the old police boat as there is \$45,00 budgeted for the boat. Cindy is working on the request and needs a list of all equipment needed for the fireboat. Howard Bogue noted Eric smith and Chief Brian Auld have this list.
8. Fire Chief's Report:
 - a. None
 9. Fire Marshal's Report:
 - a. Mr. Angersola has been in touch with newly appointed Deputy Fire Marshal John Yocavino. Bruce Dutch requested letter to be sent by Secretary to Mr Yacovino.
 - b. Mr Angersola indicated his budget is down by 5.75% and was submitted today January 2, 2018.
 10. Building Report:
 - a. Firehouse Co#1 has not been completed d/t inclement weather and inconsistent work days of contractor.
 - b. Howard Bogue noted that all door remotes are programmed the same except for the doors on the addition at Company #2. Spare remotes are available as needed.
 11. Equipment Report:
 - a. All trucks up to date. Ladder truck needs work to the ladder tower – work currently in process.
 12. Correspondence:
 - a. None
 13. New Business:
 - a. See visitor's notes.
 14. Adjournment:
 - a. Motion by Bruce Dutch, seconded by Howard Bogue, to adjourn at 7:10pm. Motion so passed.

Respectfully submitted,
Jennifer Spencer, Secretary