

Board of Fire Commissioners
December 4, 2018
Company #1 Firehouse
Regular Meeting

Commissioners present: Jennifer Spencer, Bruce Dutch
Visitors: Emmett Lyman

1. Call to Order 6:00pm
2. Acceptance of Minutes
 - a. Motion by J. Spencer, second by B. Dutch, to accept the minutes from November 6, 2018. Motion so passed.
3. Bill Approval: Recent submissions reviewed and discussed.
 - a. Napa bill to be reviewed by B. Dutch for determination of amount to pay.
4. Budget Recap: J. Spencer noted after review with D. Snow that \$200.28 was charged to Grounds Maintenance - B. Dutch determined this should be charged to Land & Land Improvement as it was for stand pipe. J. Spencer to review with D. Snow.
5. Old Business:
 - a. Cameras for all firehouses – J. Spencer did speak with R. Turner and he will get prices for equipment. Discussion took place as to possible placement of cameras and how many needed. Will discuss further at next meeting.
 - b. Per discussion with J. Sarnik there is a need to increase budget for redo of Radio room at Co #1. It is requested we increase budget by \$1,000 for flooring. Discussion took place. Motion by B. Dutch to limit increase to no more than an additional \$500, second by J. Spencer. Motion passed.
 - c. Drug testing of all Fire Department personnel – will table for future meeting.
 - d. Response times for EMS-FD both volunteer groups are lacking in responses to many calls. This needs to be addressed as soon as possible. Emmett noted there is a meeting December 17th at his office with ambulance and Jim Santacroce from Middlesex Hospital to discuss concerns. Report to be reviewed at next Fire Commissioner meeting.
 - e. Floor at Co #1—no update on possible repairs. May discuss with R. Turner as to possible patch to fix the issue at this time.
 - f. Marine #1- tabled discussion.
 - g. Term of service for B. Dutch - We had received email from L. Zemienieski indicating that it was decided by Mark Walter that at the time Bruce Dutch took over for Mike Cooley and Mike had 14 months left on his term. It was decided that Bruce would complete the rest of Mike's term and then be eligible to hold up 2 terms of his own. There is a concern as to which term Bruce is in currently. J. Spencer to discuss with L. Zemienieski again for answer.
6. Visitors Participation: No discussion.
7. Fire Marshal's Report:
 - a. None
8. Building Report:

- a. The new renovation has not been complete due to final paperwork. Will need to reach out to R. Turner and G. Fellner to get update on finalizing this Committee.
- 9. Equipment Report: none
- 10. Correspondence:
 - a. None
- 11. New Business:
 - a. Career staff noted a need for a safe with double locks for securing HIPPA information. Discussion took place. Motion to allow up to \$500 to purchase required safe after results of meeting with Middlesex Hospital to determine final needs.
- 12. Adjournment: at 6:45pm
 - a. Motion by B. Dutch, second by J. Spencer. Motion so passed.

Respectfully submitted,
Jennifer Spencer, Secretary