

Board of Fire Commissioners
November 5, 2019
Company #1 Firehouse
Regular Meeting

Commissioners present: Jennifer Spencer, Bruce Dutch
Visitors: John Sarnik, Dave Brown, Laurie D'Aquila

1. Call to Order 6:00pm
2. Acceptance of Minutes
 - a. Motion by B. Dutch, seconded by J. Spencer to approve the minutes of October 1, 2019. Motion passed.
3. Bill Approval: Recent submissions reviewed and discussed. Bills approved.
4. Budget Recap
 - a. Current expenditures reviewed. Budget for Career staff is high. Per J. Sarnik he feels budget is ok even with new staffing.
 - b. J. Spencer reviewed email from Finance Director, C. Varricchio, regarding the importance of completing and submitting the capital budget for December 4. It was noted as well that there is a new guideline for completing the process. C. Varricchio and First Selectman wish to meet with us to assure good understanding of the process.
5. Old Business
 - a. Interviews for new staffing will be done as soon as possible following the elections. Laurie D'Aquila noted that when the initial contract was set up for career staff she was involved in the interviews as one FF/EMT was to be dedicated to EMS and one to Fire Department. The board noted her information. It was relayed that the board strongly felt EMS concerns are covered by the presence of J. Spencer with a 38-year history in EMS.
 - b. Security Cameras: Discussion took place on this topic.

Motion by B. Dutch, seconded by J. Spencer, to utilize the services of SHS, which will be discussed with R. Turner, to assure compliance of the system. Motion so passed.

J. Spencer to meet with R. Turner on this issue as soon as possible. System will have 12 cameras, cost of \$3,999. Contact is Ambrose Gates – 800-833-3211 Ext 1214.
 - c. Office Renovation: B. Dutch noted we need to get this completed and that it is wise to do at same time the fire glass is added to the office. Discussion to continue at next meeting. R. Turner will be asked to attend.

- d. Chairs for Meeting Room: Career staff has located chairs at a cost of \$92 per chair through the vendor Uline.

Motion by B. Dutch, seconded by J. Spencer to order eight chairs if shipping costs are \$100 or less. Motion so passed. J. Spencer to deal with this issue.

- e. Safe Occupancy Status: The process has been started with the firewall being added to the alcove and three new fire doors are in place. The process still needs to be completed by getting fire glass done as soon as possible with the Fire Department paying the expense. Board will follow up with R. Turner to have process completed.
6. Visitors Participation: L. D'Aquila noted the ambulance will be having a Stop the Bleed class every second Tuesday at the Municipal Office Complex from 6:30pm to 8:30pm at no cost. She also noted since this is training night she can do separate training for Fire Department. Things are going good lately with EMS. Goals are being met. The Ambulance plans to hire current EMT's from town for staffing the ambulance and reducing need for Vintech. She also noted PCR's are better and there is better communication.
 7. Fire Chief Report: Chief Auld expressed wanting the cameras to be done as soon as possible.
 8. Fire Marshal's Report: Fire Marshal Angersola wants fire glass to be completed in office in near future.
 9. Building Report:
 - a. No changes.
 10. Equipment Report: The estimate for getting needed hose to replace the hose that failed will be approximately \$7,000 this year. It should be noted that Fire Department has not had to replace hose for the past two years. Motion by B. Dutch, seconded by J. Spencer, to replace the needed hose at this estimated price. Motion so passed.
 11. Correspondence:
 - a. None
 12. New Business: J. Sarnik is working on the grant to replace the ladder truck. Per FEMA, there is a requirement for 5% down but it is best to do 10% which would total \$95,000 to get a \$1M truck. There will be a meeting on Monday, November 18th with Board of Finance. Attendance was encouraged.
 13. Adjournment: Motion by B. Dutch, seconded by J. Spencer, to adjourn meeting at 6:45pm. Motion so passed.

Respectfully submitted,
Jennifer Spencer, Secretary