

Board of Fire Commissioners  
December 3, 2019  
Company #1 Firehouse  
Regular Meeting

Commissioners present: Jennifer Spencer, Bruce Dutch, Howie Bogue  
Visitors: John Sarnik, Eric Kolasinski

1. Call to Order 6:00pm
2. Acceptance of Minutes
  - a. Motion by B. Dutch, seconded by J. Spencer to approve the minutes of November 5, 2019. Motion passed.
3. Bill Approval: Recent submissions reviewed and discussed.
4. Budget Recap: Current expenditures reviewed. It was noted that the increase in the cost of physicals was most likely due to increase in membership. J. Sarnik noted that per NFPA guidelines the physicals that are done for our interior firefighters are not being met. It can be a cost of no less than \$325.00 per firefighter/year. Discussion took place. Commissioners will review guidelines and adjust budget accordingly.

It was noted that Ed Smith continues to do the process for firefighter physicals. It was brought to the Commissioner's attention that as HIPAA information is involved there needs to be a change as to whom does the yearly review. Both to be reviewed again at January meeting and adjusted as needed.

5. Old Business:
  - a. Two new firefighters have been added to career staff and at this time are adjusting well. It was discussed that the questions used for the interviews could use revision as all needs are not currently covered. This had been discussed with R. Smith following the recent interviews. Follow up is needed. Another concern is the possibility that a career staff officer should be involved with the interview process. Plan is to follow up at the January meeting.
  - b. Career staff again requesting clarity for reporting issues whether they be building maintenance or staff issues, vehicle problems. The union contract says report to Fire Commissioners, Town contract says report to Fire Chief. The Commissioners will seek clarity with First Selectman and those involved.
  - c. Security Cameras: J. Spencer had long discussion with R. Turner and First Selectman Smith. Her report was discussed. There remain several questions from those present. J. Spencer suggested having a special meeting called to meet with R Turner and First Selectman Smith as soon as possible. Potential date is December 17<sup>th</sup> at 6pm. J. Spencer to discuss date with L. Zemienieski in the Selectman's Office.

- d. The fire window to go in the office was also discussed. The firefighters remain firm they want the fire block. Cost remains a significant issue. There is concern with being unable to see who is in the bay area at a given time.
  - e. Office renovation again discussed with no firm timeline.
6. Visitors Participation: None
7. Fire Chief report: None
8. Fire Marshal's Report: None
9. Building Report:
- a. No changes
10. Equipment Report: Replacement hose has been ordered. J. Sarnik noted he is having difficulty getting the air pacs upgraded with Shipmans. He is waiting on quotes. There are issues with the ladder truck which could be a significant cost factor. Evaluation being done currently and it will be determined if it will be fixed or put out of service depending on issues.
- The Grant for the ladder truck is ongoing. The preparers are waiting for the next phase to begin. Follow up in January.
- a. Correspondence: None
11. New Business:
- a. 2020 meeting schedule reviewed. There were no changes. Accept as written.
  - b. Membership Appointment/Reappointment for 2020-2021 discussed. Bruce Dutch accepts appointment for a second full term.
  - c. E. Kolasinski reviewed a new tool to purchase to greatly improve the inventory for every item used by Fire Department. It is called Halligan systems and will track equipment, gear, dates servicing is needed and much more. The system will be labor intensive initially to input the inventory but will better track usage and needs therefore reducing possible delays in upkeep and save costs in future. A demo was done by E. Kolasinski with a good response. Cost is approximately \$1,900 per year for the program for both stations. The initial cost would be higher to obtain barcodes to track all items. B. Dutch made motion to add to budget for 2020-2021 for cost of \$2500.
12. Adjournment: Motion by H. Bogue, seconded by B. Dutch, to adjourn meeting at 6:55pm. Motion passed.

Respectfully submitted,  
Jennifer Spencer, Secretary