BOARD OF FIRE COMMISIONERS
Tuesday, November 9, 2021
Municipal Office Complex
Meeting Room 1
Regular Meeting

Commissioners present: Bruce Dutch, Tim Reynolds, Craig Mansfield (Arrived 5:14 pm)

Guests Present: Irene Haines, Brian Auld, Ray Swol, Don Angersola, Laurie D'Aquila

1. **Called to order** at 5:02pm by Bruce Dutch

2. **Acceptance of Minutes**:
   a. Motion to approve minutes from the 11/09/2021 meeting by Bruce Dutch, seconded by Tim Reynolds. Motion passed unanimously.

3. Bill Approvals
   a. Bills to be paid were reviewed and discussed. Motion to approve the invoices as presented by Tim Reynolds, seconded by Bruce Dutch. Motion passed unanimously.

4. Budget Recap:
   a. Tim Reynolds provided a budget recap noting to-date spending was started with $510,364 with a remaining budget of $369,439.91. No questions or concerns noted.

5. Old Business:
   a. The two iPad have arrived for Target Solutions. Cases are being purchased and they will be put in service.
   b. All members were trained and the two AED and CPR assist devices that were purchased and they are now in service. One is on the rescue truck and one is on utility.
   c. Bruce Dutch welcomed First Selectman Irene Haines and noted the importance of working with her to ensure everyone remains in sync and look forward to working together towards a solution that will work for all and best serve the town.

6. Visitors Participation:
   a. Laurie D'Aquila presented numbers from the Ambulance's Annual report related to call coverage, response time and staffing. A lengthy discussion was held. There are discrepancies in the ambulance numbers presented and what the Fire Department Officers believe the numbers actually are. Chief Auld and Laurie D'Aquila agreed to take the discussion offline and review numbers.
   b. A discussion was held related to staffing for both Vintech and the Town Career staff. The group agreed on the importance of both the Career and Vintech staff notifying for call outs to allow for backfilling. Laurie D'Aquila discussed the issue that Vintech is having with staffing and noted they have several people who have joined EHAA currently in EMT class that they are working to get online as soon as possible. Short term goal remains to increase per diem, reducing reliance on Vintech while increasing the volunteers.

c. Laurie D'Aquila noted that the return of the second ambulance is delayed due to supply shortage.
d. Need to look at MOA agreement with the Ambulance for the Fire Department to supply drivers and help staff ambulance when on seen if needed.

7. Chiefs Report:

a. Seven (7) new volunteers being added to roster. Two (2) started and come from another fire agency. Other five (5) waiting on backgrounds but several do also have past firefighting experience.
b. Started lunch with a Firefighter program at the Elementary School.
c. Department participated in Project Safe Halloween at Middle School on 10/31.
d. New Utility(F-350) purchase order issued.
e. Current Utility is going out for repair after Thanksgiving.
f. Tanker 1-15 back in service and a slide tray will be added to Rescue Truck to help with access to rescue tools.
g. Ranger going out for service.
h. Old ladder going on surplus list.
i. New ladder truck delivery delayed.
j. Budget process started.
k. SOP's being updated. Hope to have completed around January 1.
l. Received request and provided DOT weights for equipment to go over the bridge during construction.
m. Need to look at the equipment room and get IT equipment cleaned up and into a rack.
n. Phone fixed in day room.

8. Fire Marshal's Report:

a. Working with new owners of My Father's House. This will be a rehab side and parts of site planned to reopen mid-December. Potential occupancy 75-100. Starting with back cottages and front buildings. Don Angersola to provide EMS and PD the info.

9. Building Report:

a. Waiting on removal of old pole lights.
b. Watch desk completed but needs electrician to complete work for desk to be put in service. This should happen this week.
c. New flooring being looked at for kitchen, day room and new bay area at Company 2.
d. Received a quote on new exhaust system but issue with vendor not being on the state bid list. This will require doing a bid process. Important to do this system versus No-Smokes currently on trucks which are not working as well as when originally installed. Also No-Smokes will void warranties on new trucks on order.
e. Quotes received for keyless entry into firehouses. Don Angersola waiting for third quote.
f. Issues with trim and rot around all the bay doors. Don Angersola is recommending starting with the rot and trim around doors and then revisit the steel around the base of the building. The thought is to go up three feet with a brick face versus replacing steel to eliminate this from occurring again.

g. It was noted single pain windows also need to be replaced on south side of building. Don Angersola to look at windows.
h. Waiting on quote to repair/repaint ceiling and bathroom at Company 1. Also, getting pricing for sealing brick and repairing front porch using vinyl. This would make it maintenance free versus having to constantly repair/repaint.
i. Shower issue at Company 1 is being caused by issue with bladder. They are going to do a pour in-place base that will fix the issue.
j. Discussion took place regarding pool table. We could look at getting someone to buy table as it is no longer used. More discussion at the emergency services meeting.

10. <u>Equipment Report:</u>

a. See Chief's Report

11. <u>Correspondence:</u>

a. None

12. <u>New Business:</u>

a. One additional firefighter hired. Still looking for additional per-diem to build towards those four (4) firefighters on 6:00am-6:00pm Monday-Friday.

13. **<u>Adjournment:</u>**

a. Motion to adjourn at 6:04 pm made by Tim Reynolds, second by Craig Mansfield. Motion passed unanimous.

Submitted by:

Craig Mansfield
Secretary
12/3/2021