BOARD OF FIRE COMMISSIONERS
Tuesday, February 7, 2023
Municipal Office Complex
Meeting Room 1
Regular Meeting

Commissioners present: Tim Reynolds, Craig Mansfield, John Cotter

Guests Present: Ray Swol, Irene Haines, Don Angersola

1. **Called to order** at 5:02 pm by Tim Reynolds and the attendees said the Pledge of Allegiance.

2. **Acceptance of Minutes**:
   a. Motion to approve minutes from the 01/03/2023 meeting by Craig Mansfield, seconded by Tim Reynolds. Motion passed unanimously.
   b. Motion to approve minutes from the 01/26/2023 special meeting by Craig Mansfield, 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 and discussed by Craig Mansfield, seconded by Tim Reynolds. Motion passed unanimously.

**4. Budget Recap:**
   a. John Cotter provided a budget recap noting to-date spending. To date we have spent $279,551.16 (50.2%) with a remaining budget of approximately $277,516.84 for FY 2022-23. Craig Mansfield noted other than the Salary Overtime line the budget is on track. No other questions or concerns were noted.

**5. Old Business:**
   a. Tim Reynolds thanked everyone involved in the Pasta Dinner. It was a great event.
   b. Tim Reynolds thanked Ray Swol and others for all their hard work on the sign in front of Company 1.
   c. Craig Mansfield noted that the Fire Act Grant was submitted. A big thanks to Steve Dorfman for all the time he put in to not only submitting for the current grant but also the time he spent working with Dawn Snow and Rob Funk to close out the past grants.

**6. Visitors Participation:**
   a. First Selectman Irene Haines has been asked to have the Fire Department look at moving the Command Vehicle and the Ambulance. Tim Reynolds to follow up with Chief Brian Auld and discuss.

**7. Chiefs Report:**
   a. See attached – Presented by Deputy Chief Ray Swol in Chief Brian Auld's absence.

**8. Fire Marshal's Report:**

a. There were a couple of recent sprinkler breaks in town. One at Chestelm and one at the High School.
b. Burn permits continue to come in, be reviewed and issued.
c. Restaurant inspection for new owner of LaVita completed.

**9. Building Report:**

a. As noted in chief's report there was a broken pipe at Company #1. The repair requires a part on backorder and will be replaced as soon as it comes in.
b. Board of Selectmen approved the Silver Petrucelli agreement at their meeting. Don Angersola to follow up with them to see how/when we can move forward.
c. Going to need to look at temp storage of equipment and supplies currently at Company #2 as we prepare for construction. Also, look at storage at Company #3 and old garage.
d. Reminder that we can't wash vehicles at Company #2. Will look to address well issue as part of construction.

**10. Equipment Report:**

a. See Chief's Report

**11. Correspondence:**

a. None

**12. New Business:**

a. Budget is in process. Working with First Selectman Irene Haines and Finance Director Rob Funk to move it forward.
b. Tim Reynolds went through some classes that members of the career staff have taken.
c. An office was created upstairs for Captain Chris Leidemer.
d. Hope to see people at the banquet on March 11th.

13. **Adjournment:**

a. Motion to adjourn at 5:38 pm made by Tim Reynolds, second by Craig Mansfield. Motion passed unanimously.

Submitted by:

Craig Mansfield
Secretary
03/01/2023

***EAST HADDAM FIRE DEPARTMENT***

*BOARD OF FIRE COMMISSIONERS MEETING 02-07-2023*

*BUILDING AND EQUIPMENT STANDPOINT*

- **EXTERIOR SIGN AT COMPANY # 1**
  - IS COMPLETE AND PROPERLY LIT
  - THE SIGN CAN HAVE MESSAGES PLACED ON IT
  - THANK YOU TO DEPUTY SWOL / FF MYERS / AND WALTER PARKUS FOR THEiR EFFORTS

- **KEYLESS ENTRY –**
  - TRILOGY LOCKS AND CORES AT BOTH FIREHOUSES NEED TO BE CHANGED BY DEPUTY SWOL

- **WASTED ENERGY –**
  - PERSONNEL HAVE NOTICED LIGHTS AND HEAT LEFT ON AT UNREASONABLE LEVEL IN BOTH FIREHOUSES
  - LAMINATED REMINDER SIGNS HAVE BEEN PLACED AT BOTH FIREHOUSES

- **CO # 1-**
  - PIPE BROKEN ON SUNDAY 2/5 FLOODING MEETING RM W 2 INCHES OF WATER
  - CONTACTED DON ANGERSOLA, COMMISSIONERS, AND SELECTMAN
  - CLEAN UP BY MYSELF, SWOL, AND MYERS
  - REPAIRED ON 2/7 AND FLOOR CLEANED

- **CO # 2 –**
  - REFRAIN FROM WASHING OF VEHICLES
  - ONLY USE WATER FOR SANITARY REASONS

*APPARATUS STANDPOINT*

- **ENGINE 1-15 –** NEW GAS METER / AND THERMAL IMAGING CAMERA INSTALLED
- **ENGINE 2-15 –** OLD THERMAL IMAGING CAMERA FROM ENGINE 1 HAS BEEN INSTALLED AND GAS METER ORDERED
- **ENGINE 4-15 –** BACK IN SERVICE THIS WEEK (MATT TO EXPLAIN)
- **LADDER 1-15 –** IS BACK IN SERVICE AND AED HAS BEEN ORDERED
- **TANKER 1- 15-** IS BACK IN SERVICE (NEUTRAL SAFETY SWITCH) HAS BEEN REPLACED
- **UTILITY 2-15 -** HAS BEEN RELETTERED TO RELECT ITS NEW DESIGNATION
- **CAR 15 –** NEW THERMAL CAMERA HAS BEEN INSTALLED

  - **IN THE PROCESS OF FORMING A TRUCK COMMITTEE FOR THE NEW BRUSH TRUCK AND NEW PUMPER**

*EVENTS*

- **EASTER EGG HUNT - APRIL 8TH – DESTINATION TO BE DECIDED**

- **PASTA DINNER CO 1 –** ON JANUARY 21 WENT EXTREMELY WELL

*MISCELLANEOUS*

- **PURCHASE APPROVAL FORM**
  - ALL PERSONNEL THAT ARE AUTHORIZED TO PURCHASE ITEMS FOR THE DEPARTMENT ARE TO ATTACH THIS FORM (SEE FORM) TO THE RECEIPT AND FILL OUT THE FORM IN ITS ENTIRETY PRIOR TO SUBMITTING TO COMMISSIONERS

- **PUBLIC RELATIONS**
  - FF MYERS WILL BE SUBMITTING ALL ARTICLES AND MONTHLY CALLS TO THE PAPER
  - ALSO…. CHANGING THE COMPANY # 1 SIGN PERIODICALLY FOR EVENTS AND INFORMATION

- **KNOX BOX KEYS**
  - NEWT HAS ORDERED 6 MORE KEYS FOR THE TRUCKS
  - CHIEF JOHN EVANS FROM LYME FIRE IS OBTAINING A KEY FOR THE KNOX BOX AT GILLETTES CASTLE