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

Commissioners Present: Tim Reynolds, Craig Mansfield, John Cotter

Guests Present: Irene Haines, Brian Auld

1. **Called to order** at 5:01 pm by Tim Reynolds and the attendees said the Pledge of Allegiance.

2. **Acceptance of Minutes**:
   a. Motion to approve minutes from the meeting on July 11, 2023, made 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 made by Craig Mansfield, seconded by Tim Reynolds. Motion passed unanimously.

4. Budget Recap:
   a. John Cotter provided a budget recap noting the department's to-date spending. To date, for the 2022-23 budget we have spent $536,846.85 with a budget of $20,241.15 remaining. For the current budget year, we have spent $36,301.98 with a remaining balance of $520,766.02 for the budget cycle.

5. Old Business:
   a. Company #2 renovation committee met and after hearing from the structural engineer, the town has signed a contract to bring the building back to the code specifications for when it was built. Additionally, the committee signed an agreement to hire a Civil Engineer to do a site survey to understand how we can use the property to its fullest.

      Craig Mansfield will be reaching out to coordinate a date with Silver Petrucelli + Associates and the Fire Department to start to review the requested space list that had been submitted by the Fire Department previously.

   b. We received about half of what was requested as part of the Fire Act Grant for Radios for the firehouse. The Radio Committee will look at radios for Co#1 and Co#2 based on funding received.

   c. Craig Mansfield updated the group on the water holding tank for the Municipal Office Complex site. The committee chose to put the water tank on hold until they

complete the BMS system upgrades which the committee committed to fixing. Any funding left can be looked at for the tank.

d. The open house committee will be meeting this week and is scheduled for Oct 14th.

6. Visitors Participation:

a. None

7. Chiefs Report:

a. See attached.

8. Fire Marshal's Report:

a. None

9. Building Report:

a. Roof is still leaking. Craig Mansfield will follow up with Don Angersola.

10. Equipment Report:

a. See Chief's Report

11. Correspondence:

a. none

12. New Business:

a. Starting next month, we will ask the medical division and Career staff to start to present at these monthly mtgs.

b. The OEMS hearing meeting has been postponed until September 6th. More info to come.

c. Interviews for Career staff are scheduled for next week. There are currently 10 shifts a month open on average. Irene Haines noted that the goal is to hire part-timers that will be required to work a minimum of two shifts per week. The two shifts a week requirement will not affect the current per diems.

Discussion was held on budget and funding for these new hires. The budget has notes that besides the salary line there is a large expense to outfit new hires, so we need to keep that in mind as we make offers.

Irene to circulate the questions and ranking sheets to the interview committee.

d. The Fire Department will be helping at the upcoming triathlon an August 12th. More coordination to be done at the Fire Department meeting tonight.

e. A discussion was held related to radio coverage, specifically around the Hopyard. Chief Brian Auld noted that fireground worked. Craig Mansfield noted that we should

do some preplanning in the hopyard. We need to look at where trucks could be places to provide coverage. The Honey Hill Tower is at a standstill with American Tower. Valley Shore continues to try to move this forward.

f. Goosetown has replaced one chassis to try to prove this is the issue. The issue is these radios are back ordered by several months.

g. Tim Reynolds wanted to thank all the officers who served and stepped down, as well as welcoming in all the newly elected officers. The Fire Commissioners look forward to collaborating with the team.

h. Craig Mansfield will coordinate a walk through with the Career staff of the bridge in the next few weeks.

13. **Adjournment:**

a. Motion to adjourn at 5:41 pm made by Tim Reynolds second by Craig Mansfield. Motion passed unanimously.

Submitted by:

Craig Mansfield
Secretary
09/01/2023

EAST HADDAM FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS AUGUST 1, 2023

APPARATUS & EQUIPMENT STANDPOINT:

- **BRUSH 15 - T**HE NEW BOOSTER LINE WAS INSTALLED BY THE CAREER STAFF
- **ALL LARGE APPARATUS HAVE COMPLETED PREVENTATIVE MAINTENANCE**
- **ALL SMALL TRUCKS ARE CURRENTLY IN PROGRESS FOR PREVENTATIVE MAINTANCE**
- **RESCUE 1-15 – AT TASCA FORD FOR AN ONGOING ELECTRICAL ISSUE**

FROM A PERSONNEL STANDPOINT:

- 5 NEW CANDIDATES HAVE APPLIED FOR VOLUNTEER POSTIONS
- ELECTIONS WERE HELD LAST MONTH FOR LIEUTEANT AND CAPTAIN
- THE FOLLOWING OFFICERS HAVE BEEN NAMED WITH THE FOLLOWING RESPONSIBILITIES
- THERE WILL BE A SPECIAL ELECTION TONIGHT TO FILL THE LAST OPEN LIEUTENANT POSTION

- **ASSISTANT CHIEF OF EMS** – **JENNIFER REYNOLDS**
- **CAPTAIN TODD NELSON** – CO # 3 – RECRUITMENT AND RETENTION CHAIRMAN
- **CAPTAIN NEIL MOSIG** – CO # 1 – SPECIAL EVENTS AND FUNDRAISING CHAIRMAN
- **CAPTAIN KYLE MOSIG** – CO # 2 – ASSISTANT TRAINING OFFICER / UNIFORM QUARTERMASTER
- **CAPTAIN OF EMS TONI MYERS** – ASSISTANT RECRUITMENT AND TRAINING OFFICER/ASSISTANT SECRETARY/PUBLIC RELATIONS OFFICER
- **CAPTAIN OF FIRE POLICE BOB BENNETT**

- **LIEUTENANT BRYAN KANE –** COMMUNICATIONS QUARTERMASTER/ASSISTANT SPECIAL EVENTS AND FUNDRAISING CHAIRMAN
- **LIEUTENANT JERRY BOYNTON –** SAFETY OFFICER/LEAD APPARATUS QUALIFIER/ASSISTANT RECRUITMENT AND RETENTION OFFICER
- **LIEUTENANT MATT SWOL –** MASTER MECHANIC/ANTIQUE APPARATUS CHAIRMAN/JUNIOR ADVISOR
- **LIEUTENANT RYAN MINER –** TURNOUT GEAR AND EQUIPMENT QUARTERMASTER/ASSISTANT MASTER MECHANIC
- **LIEUTENANT OF EMS BLAKELY HEWES –** ASSISTANT SPECIAL EVENTS AND FUNDRAISING CHAIRMAN

- I APPOINTED THE FOLLOWING PERSONNEL TO THE FOLLOWING POSTIONS –
  - SECRETARY – FIREFIGHTER VADJ PARKUS / ASST SECRETARY – CAPTAIN TONI MYERS
  - TREASURER – CAPT BOB BENNETT / ASST TREASURER – FIREFIGHTER EDDIE SMITH –
  - MASTER MECHANIC – LT MATT SWOL / ASST MASTER MECHANIC LT RYAN MINER

EVENTS

- **CAR WASH –** AUGUST 26TH 11AM – 2PM – $10 PER CAR / HOT DOGS WILL ALSO BE SOLD

- **OPEN HOUSE OCTOBER 14TH –** AUG 7 / 7PM PLANNING MEETING CO 1

MAJOR CALLS:

MVA SUNDAY 7/16 3:49PM SALEM ROAD –

- 2 ENGINES / 1 UTILITY / 1 COMMAND CAR
- RECEIVED AUTOMATIC MUTUAL AID FROM SALEM - 1 RESCUE / 2 CHIEFS / 2 FIREFIGHTERS
- HEAD ON COLLISSION WITH A TREE
- REMOVED ROOF / REMOVED DOORS / ROLLED DASH
- 23 MINUTES TO EXTRICATE
- OUTSTANDING JOB TO ALL THAT RESPONDED
- GREAT TEAMWORK BY ALL SEASONED OFFICERS AND NEW OFFICERS

- **MVA SATURDAY 7/28 10:16PM - TOWN STREET**

  - MUTUAL AID TO LYME
  - 2 ENGINES AND UTLITY RESPONDED
  - ANOTHER HEAD ON COLLISION WITH A TREE
  - PATIENT WAS TRAPPED IN THE VEHICLE QUICK EXTRICATION BY EAST HADDAM CREWS

- **RESCUE SUNDAY 7/29 12:48AM - DEVILS HOPYARD**

  - INJURED HIKER
  - AUTOMATIC MUTUAL FROM LYME
  - 2 HOURS TO EXTRACT PATIENT
  - DARKNESS AND COMMUNICATION WERE NOT ON OUR SDE

CALLS JULY 2023

ONE	**SMOKE ALARM**
ONE	**MARINE SEARCH**
ONE	**SMOKE INVESTIGATION**
ONE	**VEHICLE FIRE**
ONE	**PLANE CRASH**
TWO	**RESCUES**
TWO	**MUTUAL AID STRUCTURE FIRE**
TWO	**PUBLIC SERVICE**
TWO	**CO CALL**

FOUR **ELECTRICAL POLE FIRE**

SEVEN **FIRE ALARM**

SEVEN **MOTOR VEHICLE ACCIDENT**

FORTY-SEVEN **EMS CALLS**

78 **TOTAL CALLS JULY**

FROM ME:

- **BILLS –** IF ANYONE PURCHASES ANYTHING A COVER SHEET NEEDS TO BE ATTACHED **(THIS HAS BEEN EXPLAINED AT LENGTH)**
  - GOING FORWARD NO SHEET / NO MONEY