BOARD OF FIRE COMMISSIONERS
Tuesday October 3, 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 5:00 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 August 1, 2023, made by Tim Reynolds, seconded by Craig Mansfield. 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.

   b. Craig Mansfield asked a question if we have looked at options for E.J. Boughton or negotiating an annual contract with them. We are giving them a large amount of money annually. Chief Auld noted it could be investigated to see what options are available.

4. Budget Recap:
   a. John Cotter provided a budget recap noting the department's to-date spending. To date, for the 2023-24 budget year we received $580,344 and to date have spent $114,336.71 with a remaining $466,007.29 for the budget cycle.

5. Old Business:
   a. Company #2 renovation committee has meeting scheduled for Monday to review the civil engineering report and review the potential layouts of building on the site. Based on potential layouts and available square footage, will need to look at prioritizing needs within the building.

   b. Radio update:
      i. Continue to work with Valley Shore on the additional radio tower site at Honey Hill. Working with message center continues to be a challenge.
      ii. Pagers were picked up today and will be available once programmed.
      iii. We have spare portable to support in coming members right now and Craig Mansfield is coordinating with Bryan Kane to get list. Still waiting on answer

from Goosetown related to potential for purchase of the additional Harris radios they were scheduled to take back in on trade. Also, based on availability of radios due to supply chain we must hold the couple of radios that were removed from officer's vehicles as spares.

iv. The discussion was held about the importance of radio being returned so they can be assigned out correctly. Bryan Kane will be going through and providing a verification list so any incorrect ID's can be corrected. Craig Mansfield noted the Valley Shore Console needs to be updated manually so there is the possibility for incorrect information.

v. The group agreed we will need to start to look at who is using their assigned communications equipment as we move forward and think about reassigning as we get low on equipment.

vi. Need to rework quote for FireAct Radio Equipment so that can move forward. Will need to get Tactical out to complete updated site instillation survey.

c. The open house is scheduled for October 14th. Lots of great activities, from Life Star to fire prevention. Thank you to everyone that is working so hard on pulling together and 21 members have signed up to help that day.

d. Thank you to Toni Myers for all the work getting things into the paper and keeping the public informed. Working to put a monthly newsletter together called the "Siren." The first one is planned for November 15th. Toni Myers to send bio form over to commissioners. The thought is to put in local businesses and around town. Irene Haines also noted if we print, only $250 to insert in the paper.

e. Interviews for part-time Career staff continue to be scheduled as qualified applications are received.

6. Visitors Participation:

a. None

7. Fire Chief's Report:

a. See attached.

8. Medical Division Report

a. None

9. Career Staff Report

a. None

10. Fire Marshal's Report:

a. Fire Prevention activities in the schools on 10/13.

b. New business going into the old Brownell's.

c. Banner sprinkler tanks are in for apartment building, not yet operational.

d. Working through a couple of issues at Franklin Academy with system.

e. Assistant Fire Marshall position was eliminated as a budget cut and lack of workload over the last year. Don Angersola is partnering with Haddam to create agreement to back each other up.

f. Don Angersola just learned from Ray Swol that Colchester didn't fix the Lake Hayward standpipe. Don Angersola to get it fixed.

g. Plan is a road will get installed all the way to the standpipe at Banner. Don Angersola will provide updates once designed and approved.

11. <u>Building Report:</u>

a. Company 1 roof out to bid. Have 4 bids back so far. Plan is to have done before winter.

b. The contractor sent an alternate option to the engineer that may be a little less invasive for the company 2 repairs.

c. Air quality test from company 3 should be back this week. Initial air samples from the handheld meter came back negative. Samples were sent out to be evaluated.

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

a. See Chief's Report

13. <u>Correspondence:</u>

a. Tim Reynolds asked that we insure we continue to communicate with each other and reminded residents we are here the first Tuesday on every month for the Board of Fire Commissioners meeting and encourage people to bring their questions to this meeting so they can get quicker answers.

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

a. Toni Myers noted that the local paper has not been great about getting information out that has been requested to be published.

b. All OEMS hearing related requested paperwork is due October 21st. More info to come once they have time to review.

c. Tim Reynolds noted we should verify the AED locations are updated in Active 911.

d. Congratulations to Jen Reynolds for finishing up her EMSI.

e. Project Halloween on October 31st at the Municipal Office Complex.

f. New brush truck will be ordered now that budget has passed.

g. Tim Reynolds noted that there are new regulations planned to come out related to cleaning gear that will require us to look at additional cleaning equipment.

15. **Adjournment:**
    a. Motion to adjourn at 5:46 pm made by Craig Mansfield, second by Tim Reynolds. Motion passed unanimously.

Submitted by:

Craig Mansfield
Secretary
11/01/2023

EAST HADDAM FIRE DEPARTMENT
BOARD OF FIRE COMMISSIONERS OCTOBER 3RD 2023

SEPTEMBER CALLS FOR SERVICE:

- TWO PUBLIC SERVICE
- TWO SMOKE INVESTIGATION
- TWO CO
- FOUR MOTOR VEHICLE ACCIDENT
- SIX POWERLINE INCIDENT
- EIGHT FIRE ALARM
- FORTY MEDICAL
  - **64 TOTAL CALLS FOR SEPTEMBER**

PUBLIC RELATIONS STANDPOINT:

- **CAR WASH / FILL THE BOOT HELD ON AUGUST 26TH**
  - RAISED $2,500 FROM THE GENEROUS DONATIONS OF OUR WONDERFUL RESIDENTS
  - THE MONEY ASSISTS THE DEPARTMENT IN OUR BREAKFAST WITH SANTA, EASTER EGG HUNT, AND OTHER YOUTH SPONSORED ACTIVITIES

- **SUMMER PALOOZA – SEPTEMBER 9TH AT HERITAGE PARK**
  - LT BOYNTON TOOK THE LEAD
  - RECRUITED (2) TWO VOLUNTEERS

- **FLAG REMOVAL – OCTOBER 9TH 19:00**

BUILDING AND EQUIPMENT STANDPOINT:

- **ANNUAL HOSE TESTING –** WILL BE THIS THURSDAY AND IS BEING COORDINATED BY BOTH CAREER AND VOLUNTEER STAFF

- **LADDER 1-15 – ISSUE WITH A CONNECTOR WAS DISCOVERED WHILE PUMPING AT THE CONTROLLED BURN AT THE DUMP –** HAS BEEN RESOLVED

- **ENGINE 4-15 – SECOND OIL LEAK WAS DISCOVERED –** SCHEDULED FOR SERVICE

- **NEW APPARATUS COMMITTEE** HAS BEEN ESTABLISHED BY LIEUTENANT SWOL FOR FUTURE APPARATUS PURCHASES

- **NEW SCBA PACKS** - HAVE ARRIVED AND ARE IN SERVICE ON ENGINE 1-15 WITH A HT 3000 MASK. THE OLD PACKS OFF ENGINE 1 HAVE BEEN PLACED ON ENGINE 2-15

PERSONNEL STANDPOINT: ***LOT OF GREAT THINGS TO REPORT***

- **9 NEW VOLUNTEER CANDIDATES** ARE IN THE PROCESS TO BECOME SWORN PERSONNEL
  - **5 EMS PERSONNEL / (3 OF WHICH ARE FORMERLY FROM THE EAST HADDAM AMBULANCE ASSOCIATION)**
  - **4 FIRE PERSONNEL**

- **MANDATORY LIVE BURN TRAINING WILL BE ON OCTOBER** 24TH AT SCHUSTER PARK IN COLCHESTER

- **EAST HADDAM IS HOSTING A FIREFIGHTER 2 CLASS THROUGH MIDDLESEX COUNTY FIRE SCHOOL–** LT SWOL & FIREFIGHTER FORBES ARE ATTENDING.

- **FIREFIGHTER ERIC WALKER** HAS IN ENROLLED AND PASSED THE Q ENDORSEMENT CLASS TO OPERATE FIRE APPARATUS

- **CONGRATULATIONS TO ENGINEER NATHAN BOTTING** ON BEING HIRED BY MOHEGAN TRIBE

- **CONGRATULATIONS TO CAPTAIN KYLE MOSIG** ON HIS PROMOTION TO LIEUTENANT OF THE CAREER STAFF AT COLCHESTER FIRE DEPARTMENT

- **CONGRATULATIONS TO LIEUTENANT OF EMS BLAKELEY HEWES** HAS ENROLLED IN PARAMEDIC SCHOOL THROUGH HER CAREER JOB

- **CONGRATULATIONS TO NATHAN WALPOLE** AS OUR NEWEST PARTTIME FIREFIGHTER / EMT OF THE CAREER DIVISION

- **CONGRATULATIONS TO JIMMY SPIRITO** AS BEING VOTED ON AS OUR NEWEST LIEUTENANT

- **GREAT JOB TO ASSISTANT CHIEF OF EMS JEN REYNOLDS –** FOR HOSTING CPR AND STOP THE BLEED TRAINING FOR THE EAST HADDAM LIBRARY STAFF – FREE OF CHARGE

- **DEPUTY CHIEF SWOL IS CURRENTLY WORKING ON 22-01-39 –** AN ACT CONCERNING CANCER RELIEF BENEFITS FOR FIRE PERSONNEL

- **AGAIN - SPECIAL THANKS TO CAPTAIN OF EMS TONI MYERS** FOR DILIGENTLY WORKING ON ARTICLES FOR THE MEDIA