BOARD OF FIRE COMMISSIONERS
Tuesday, November 7, 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 5:02 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 October 3, 2023, made by John Cotter, 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 by Craig Mansfield, seconded by Tim Reynolds. Motion passed unanimously.

   b. In response to a question asked by Craig Mansfield at the last meeting John Cotter noted that he reached out a couple of times to E.J. Boughton regarding lowering our hourly rate which was not originally accepted but by the end of his conversations with them they agreed to go from $150.00/hour to $145.00/hour.

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 $156,359.19 with a remaining $423,986.81 for the budget cycle. YTD we are a little high on maintenance and supplies.

5. Old Business:
   a. Company #2 repairs were completed, and we are waiting on a sign off from engineer to verify repairs were completed as specified. Kevin Rutty and Brian Auld need to meet to review the space need requirements of the group so we can prioritize the needs as we look at space allocation. The Renovation Committee will plan to meet once that meeting occurs so we can review with architects.

   b. Radio update:
      i. Continue to work with tactical and EFG on the UHF failing issue. They have been onsite several times and continue to collaborate with us to get this repaired.

ii. Looking at Ed Williams Road versus Honey Hill now as we believe it may provide better coverage options and there is also a free rent requirement for access to the tower.
iii. Valley Shore will be looking at making some changes to dispatching for structure fires as well as towns calls for service. Looking to remove warbles also. Letter should come out to the service chiefs shortly.
iv. Waiting for Tactical to get back to Craig Mansfield on setting up a walk through for base radio installation under grant.

c. Big thank you to everyone that helped at the open house. It was a wonderful day and a great turn out by the community. A date was set for next year of October 12th, 2024.

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." First one is planned for November 15th. Toni Myers to send bio form over to commissioners. The thought was to put copies in local businesses and around town. Irene Haines also noted if we print, only $250 to insert in the paper plus the cost of printing the flyer.

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

6. <u>Visitors Participation:</u>
a. None

7. <u>Chiefs Report:</u>
a. See attached.

8. <u>Medical Division Report:</u>
a. None

9. <u>Career Staff Report:</u>
a. None

10. <u>Fire Marshal's Report:</u>
a. Fire Prevention activities in the schools on 10/13.
b. All standpipes should be done except for Grove Street.
c. Banner sprinkler tanks were damaged so there will be a delay in opening new area for a few months.
d. New pub opening at 23 Main Street. No food will be served. Bed and breakfast on 2nd floor and owner will live on 3rd floor.
e. Reached out to Fox Hopyard about the number of issues with alarm and they said it had been repaired.

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

a. Company 1 roof project was awarded, and they should be out tomorrow for a walk through.

12. Equipment Report:

a. See Chief's Report

13. Correspondence:

a. None

14. New Business:

a. All commissioners signed for the towns Code of Ethics.

b. Motion by Craig Mansfield, seconded by John Cotter, to approve meeting dates of the first Tuesday of every month except for moving the July meeting to July 9th and the September meeting to September 10th. Motion passed unanimously.

c. The commissioners thanked Irene Haines for her support over the last two years to the commission.

d. Thank you to Toni Myers for all the articles in the paper. Toni is also working on a paper insert called "The Siren" that will be coming out next month. There is also a new recruitment pamphlet that is out and around town. All the publicity is helping drive membership.

15. **Adjournment:**

a. Motion to adjourn at 5:31 pm made by Craig Mansfield, second by Tim Reynolds. Motion passed unanimously.

Submitted by:

Craig Mansfield
Secretary
12/01/2023

EAST HADDAM FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS NOVEMBER 7TH, 2023

CALLS FOR SERVICE:

TOTAL CALLS FOR OCTOBER

ONE	SMOKE INVESTIGATION
ONE	MARINE RESCUE
TWO	POWERLINE INCIDENT
TWO	BRUSH FIRE
TWO	CO CALL
THREE	MOTOR VEHICLE ACCIDENTS

FOURTEEN	FIRE ALARM
FORTY NINE	MEDICAL

74 **TOTAL CALLS OCTOBER 2023**

PUBLIC RELATIONS STANDPOINT:

- **OCTOBER OPEN HOUSE –**
  - WAS A HIT WITH THE COMMUNITY WITH HUNDREDS OF RESIDENTS IN ATTENDANCE
  - OUTSTANDING JOB TO ASSISTANT CHIEF OF EMS JEN REYNOLDS WHO SPEARHEADED THE EVENT
  – NEXT OPEN HOUSE WILL BE SCHEDULED FOR OCTOBER 12, 2024

BUILDING AND EQUIPMENT STANDPOINT:

- **NEW BRUSH TRUCK**
  - WAITING ON FINAL QUOTE $ FROM VENDOR

- **ANNUAL HOSE TESTING IS COMPLETE / 2 PHASES**
  - LOST 5 LENGTHS OF HOSE

- **UTILITY 1-15 –** ROLL UP DOOR IS SCHEDULED TO BE REPAIRED
  - MANUFACTURERS DEFECT

- **ENGINE 2-15 –**
  - DISCHARGE # 4 CLOSED OFF – PART IS ON ORDER
  - TNT RAM HAS A SHIPMENT DATE OF TODAY 11/7 ACCORDING TO LT KOLASINSKI

- **EXHAUST SYSTEM AT CO # 1**
  - WAS CHECKED WITH NO ISSUES FOUND
  - HOSE WOULD NOT RETRACT WHEN ENGINE 1 LEFT THE BAY FOR A CALL
  - A FEW SCRATCHES ON THE TRUCK WERE MADE

PERSONNEL STANDPOINT:

- **8 NEW VOLUNTEER CANDIDATES** ARE TO BE SWORN IN AT TONIGHT'S MEETING
  - 5 MORE CANDIDATES ARE IN THE PROCESS AND ARE SLATED TO BE SWORN AT DECEMBERS MEETING

- **MANDATORY LIVE BURN TRAINING WAS COMPLETED OCTOBER** 24TH
  - ALL PERSONNEL VOLUNTEER AND CAREER PERFORMED EXCEPTIONALLY WELL

- **CONGRATULATIONS TO LIEUTENANT BRYAN KANE ON HIS ACCEPTANCE OF EMPLOYMENT AS A CAREER FIREFIGHTER FOR THE US NAVY FIRE DEPARTMENT STATION NEWPORT RHODE ISLAND**