BOARD OF FIRE COMMISSIONERS
Tuesday, January 7, 2025
Municipal Office Complex
Meeting Room 1
Regular Meeting

Commissioners present: Tim Reynolds, Craig Mansfield, John Cotter
Guests Present: Ray Swol

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 12/05/2024 by John Cotter, seconded by Tim Reynolds. Motion passed unanimously.

3. Bill Approvals:
   a. November approved bills were reviewed due to YouTube system being down in December. December 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 the department's to-date spending. To date, for the 2024-25 budget year we started the year with $591,898 and have spent $252,011.78, leaving us with a remaining amount of $339,866.22. Spent 46% to date.
   b. Capital was reviewed based on what is in Cleargov. Group help discussion. Agreed that CO#2 boiler should be removed based on Co2 replacement.
   c. Discussion held on the Engines out in 2029-30. These have been in budget. The BOF needs to up the annual amount put into reserve to support the purchases.
   d. Need to look at options for funding. Bonding, financing, etc.
   e. Discussion held on how to use the 600K currently in reserve. Still need to replace brush truck.

5. Old Business:
   a. Co#1 generator is in but need to determine where it will be placed.
   b. Good news. The two Portable radios that were missing were located.
   c. Goosetown radios installed at the firehouse under the Fire Act Grant, Still need final programming. Waiting on State.
   d. Co#2 building committee next week. Need additional funding to move forward now that we have changed from a renovation to a new build.

6. Selectman's Report:
   a. Snowstorm yesterday. Ongoing discussions with the private roads.
   b. Bridge work should be coming to an end in Feb. Sidewalk opening delayed.
   c. Budget submissions will be due in January for both Capital and Operating.
   d. Thank you to all for changing the wreaths and flags.

7. Visitors Participation:

a. None

8. Reports:

a. Medical Division Report: See below
b. Career Staff Report: See below
c. Marine Division Report: No report.
d. Fire Marshal's Report: No report
e. Fire Police Division Report: No report.
f. Junior Division Report: No report
g. Recruitment Division Report: See below
h. Public Relations Report: See below
i. Special Events Report: No report
j. Fire Chief's Report: See below

9. Building & Equipment Reports:

a. Building Report - Waiting on Generator to be installed at Company 1
b. Fire Equipment and Maintenance Report - Gear ordered
c. Radio Equipment Report – Discussed in minutes above.

10. Correspondence:

a. None

11. New Business:

a. Craig Mansfield will work with the Superintendent on a school Mass Casualty Drill
b. The question was asked about back up Fire Marshal coverage. Don Angersola asked that the state be called if he is unavailable until he can get agreement in place.

12. Adjournment:

a. Motion to adjourn at 5:40 pm made by John Cotter, seconded by Craig Mansfield. Motion passed unanimously.

Submitted by:

Craig Mansfield
Secretary
01/03/2025

REPORTS

Medical Division Report: Submitted by Jennifer Reynolds

- Got approval for all training in 2025 for OEMS Credits
- Schedule for 2025 trainings posted at each of the firehouses. Will be on third Monday of every month at CO#2, 1900 hrs.
- Assigned Duty nights for medical coverage posted at the firehouses.
- CPR recert scheduled for Jan 16th, Feb 21st and March 10th.
- FF Lutton passed his written EMT test and will be taking practicals later this month.
- Drill for this month is Infections control on Jan 21st at 1900 hrs.
- First in Bag Check. Pick up state equipment list from Jen tonight to check your bags at home. We will be having a restock night on Jan 24th at 1830 hrs. at CO#2.

Career Staff Report: Ray Swol reported:

- Still working on ISO. Should be done soon.
- Having difficulty hiring for the open positions. People applying do not meet required qualifications.
- Have been gaps in schedules that Chris is coordinating with the Ambulance.

Marine Report: No report submitted.

Fire Marshal: No report submitted.

Junior Division Report: No report submitted.

Recruitment Division Report: Submitted by Toni Myers

- 2 Senior Candidates
- 2 Junior Candidates
- To be sworn in Jan/Feb 2025

Public Relations Report: Submitted by Toni Myers

- Article to appear in upcoming Events Magazine 2/2025
- East Haddam News EHFD activity reports continue
- The Siren due to print 1/2025

Special Events Report: No report submitted.

Fire Chief's Report: Submitted by Brian Auld

BOFC MEETING 01/07/2025

CALLS

ONE	VEHICLE FIRE
ONE	APPLIANCE FIRE
ONE	CHIMNEY FIRE
ONE	MUTUAL AID STRUCTURE FIRE
TWO	STRUCTURE FIRE
THREE	MVA
THREE	ELECTRICAL POLE FIRE
THREE	SMOKE INVESTIGATION
FOUR	CO CALL
FIVE	FIRE ALARM
TWENTY FOUR	R-1 MEDICAL

48 TOTAL CALLS DECEMBER 2024

2024 CALL RECAP

671 TOTAL CALLS (DECREASE OF 48 CALLS TO LY) – 719 TOTAL IN 2023

291 FIRE CALLS (INCREASE OF 25 CALLS TO LY) VERSUS 266 TOTAL CALLS IN 2023

380 EMS CALLS (DECREASE OF 73 CALLS TO LY) VERSUS 453 TOTAL CALLS IN 2023

TOP 5 CALLS RESPONDERS:

#5 -	W/ 146 CALLS -	MICHELLE FORBES
#4 -	W/ 146 CALLS -	JERRY BOYNTON
#3 -	W/ 151 CALLS-	RYAN SOLOVEI
#2 -	W/ 162 CALLS	AULD
#1 -	**W/ 191 CALLS -**	**NEIL MOSIG**

TOP 5 POINTS RECEIPIENTS TO INCLUDE CALLS/DRILLS/WORK PARTIES

#5 -	W/ 331 POINTS -	NEIL MOSIG
#4 -	W/ 374 POINTS -	ERIC WALKER
#3 -	W/ 387 POINTS -	RYAN SOLOVEI
#2 -	W/ 427 POINTS -	MICHELLE FORBES
#1 -	**W/ 449 POINTS -**	**MATT LUTTON**

TRAINING

- **NEXT DRILL** –
- TUESDAY JANUARY 14TH
- CHIMNEY FIRES AND PEDIATRIC EMERGENCIES
- INSTUCTED BY LT MINER AND ASSISTANT CHIEF REYNOLDS
- MORE INFORMATION TO FOLLOW

- **LEGAL TRAINING CLASS –**
- DEPUTY SWOL TO COORDINATE A CLASS TO EDUCATE FIRE PERSONNEL ON LEGALITIES IN THE FIRE SERVICE

- **EAST HADDAM FIRE DEPARTMENT WILL BE HOSTING IN FEBRUARY**
- FIREFIGHTER 2
- FIRE OFFICER 2

EVENTS:

- **CHRISTMAS EVENTS**
- BIG THANK YOU TO CPT NEIL MOSIG AND ALL REPORTING PERSONNEL FOR THEIR HARD WORK
- SPECIAL THANK YOU TO ROB KOLEK AND TIM REYNOLDS FOR PLAYING SANTA AT THE EVENTS
- THANK YOU TO SCOTT JEZEK FOR THE USE OF HIS SANTA STATUTES
- BREAKFAST WITH SANTA WAS HUGE SUCCESS AND A GREAT COLLABORATION BETWEEN FIRE PERSONNEL AND THE AUXILIARY

- **WREATH AND LIGHT REMOVAL**
- WAS SUNDAY JANUARY 5TH
- THANK YOU TO ALL WHO HELPED REMOVE
- SPECIAL THANK YOU TO DEPUTY CHIEF SWOL FOR COORDINATING THE EVENT
- A BIG THANK YOU TO BRUCE DUTCH FOR THE USE OF HIS BUCKET TRUCK

- **AWARDS NIGHT**
- SATURDAY APRIL 5TH
- AT THE AMERICAN LEGION
- TIME TO BE DECIDED

APPARATUS AND EQUIPMENT

- **ALL PORTABLE RADIOS**
- HAVE HAD SOFTWARE UPGRADES INSTALLED
- RADIO DAN FROM THE STATE WILL BE REQUESTED TO HOLD A TRAINING WITH FIRE PERSONNEL
- SPECIAL THANK YOU TO LT KANE AND COMMISSIONER MANSFIELD FOR COORDINATING THE UPGRADE
- MOBILE RADIOS WILL BE NEXT FOR UPGRADES

- **ENGINE 1-15**
- THE PART HAS ARRIVED TO FIX THE PUMP PANEL AND IS CURRENTLY AT BOUGHTON TO BE REPAIRED
- PUMP HAS TO BE RUN IN RPM MODE

- **UTILITY 2-15 -**

- IS BACK IN SERVICE AT COMPANY # 1 AND WAS FOUND TO HAVE AN EGR ISSUE

- **TV MONITORS CO # 1 –**

- ARE NOW FUNCTIONING

- **(4) FOUR GAS METERS**

- ARE ON ORDER FOR ENGINE 1,2,4, LADDER 1

- **REPLACEMENT LIGHT BOXES**

- FOR MARINE 1-15, TANKER 1-15, AND ENGINE 4-15 HAVE BEEN ORDERED

- **QUOTES FOR PONY LENGTHS OF 5 INCH HOSE**

- FOR ALL APPARATUS ARE IN PROGRESS

- **ACCOUNTAIBLITY BOARDS**

- ARE ON ORDER

- **NEW GENERATOR**

- HAS YET TO BE INSTALLED AT CO # 1

FROM ME:

- **FIRE GROUND 1-7**

- IS TO BE UTILIZED WHEN MULTIPLE PERSONNEL ARE ON SCENE
- THIS NEEDS TO BE ANNOUNCED OVER OPERATIONS CHANNEL BY COMMAND: “ALL EHFD PERSONNEL OPERATING AT “CALL” SWITCH OVER TO FIRE GROUND 1-7
- COMMAND IS TO MONITOR BOTH OPS AND FIREGROUND RADIO BANDS
- DIVISIONS AND OPERATIONS IS TO BE ASSIGNED BY COMMAND IF APPLICABLE
- PROPER SIZE UP, ADDITIONAL RESOURCE REQUEST, AND APPARATUS PLACEMENT IS TO TAKE PLACE BY COMMAND

- **APPARATUS**

- DRIVERS ARE TO ENSURE: OVERHEAD DOORS ARE COMPLETELY OPENED, ELECTRICAL CORDS AND EXHAUST HOSES ARE EJECTED UPON DEPARTING THE FIREHOUSE.
- DRIVERS ARE THEN TO ENSURE OVERHEAD DOOR IS SHUT WHILE ON THE TARMAC
- DURING WINTER MONTHS, APPARATUS ARE TO BE IN RECIRC ONCE ON SCENE, WHEELS CHOCKED, AND REPEATER ON IF APPLICABLE
- APPARATUS DRIVERS ARE TO HAVE TURNOUT GEAR ON ONCE ON SCENE

- APPARATUS DRIVERS ARE TO USE A BACKER IF TWO TOTAL PERSONNEL ARE ON BOARD AND ENSURE OVERHEAD DOOR IS COMPLETELY OPEN PRIOR TO REVERSING
- APPARATUS ARE TO BE REFUELD/RESTOCKED/ WASHED/DRIED (IF APPLICABLE UPON RETURN WITH ELECTRICAL CORD AND EXHAUST HOSE ATTACHED

- **MOTOR VEHICLE ACCIDENTS**

- ROAD IS TO BE BLOCKED ON CROSS STREETS ON EITHER END OF THE ACCIDENTS
- NO EXCEPTIONS

- **GREY EQUIPMENT CABINETS**

- ARE TO BE LOCKED WHEN NOT IN USE (BOTH CO #1 AND #2)