

TOWN OF SOUTHTON  
BOARD OF FIRE COMMISSIONERS

Chairman Daly called a special meeting of the Board of Fire Commissioners, held at Headquarters on November 18, 2008, to order at 7:30 p.m. Commissioners Daly, Bedard, Kupec, Sherman and Longo were present. Also in attendance were Chief Clark and Asst. Chief Wisner.

Pledge of Allegiance.

MOTION: by Kupec, seconded by Bedard, to approve the minutes of the September 17, 2008 meeting as circulated. Motion carried unanimously.

MOTION: by Sherman, seconded by Longo, to approve payment of bills for September 2008 in the amount of \$76,165.52. Motion carried unanimously.

MOTION: by Sherman, seconded by Bedard, to approve payment of bills for October 2008 in the amount of \$153,578.13. Motion carried unanimously.

CHIEF'S REPORT: (Copy attached to minutes)

Chief Clark made the board aware of some of the following functions he had attended since their last meeting:

- Department Head meetings
- STEPS program
- Town Safety Committee
- Company 2's Lady's Night
- Company 1's Old Timer's Night
- Police Department Grant Presentation
- Chamber of Commerce Breakfast with keynote speaker John Rowland
- Proclamation ceremony at the Town Council meeting for 100<sup>th</sup> anniversary of Company 3
- Plantsville School ground breaking
- CERT training
- Spoke at the Kiwanis Club meeting
- Bread for Life Soup Night

Chief Clark also reported:

- Chief Clark and Assistant Chief Wisner met with Board of Finance Chairman John Moise to discuss the budget. Chief Clark told Chairman Moise that he is conscious of the current economic environment and will keep the department's 09-10 operating budget request to a 3-4% increase.

- During the October 27<sup>th</sup>, Town Council meeting the council adopted a containment policy for the town department's. The policy includes freezing overtime, out of town travel, and the purchase of office supplies. The Fire Department is not included in this policy because it is an emergency service. Chief Clark will notify the Town Manager when a department member will be taking a town vehicle out of town.
- The Finance Department was given miscellaneous records for an IRS audit that is being conducted on volunteer reimbursements. The town has not been notified of the outcome.
- Lt. Kurtz is training the first recruit class for the CERT program. The training is being held in the training room at Headquarters on Wednesdays, for 7 weeks.
- The estimates to repair the old rescue truck are costly. Auctioning off the truck is being looked into.
- Company 3's parking lot cracks have been repaired.
- The parking lines for the newly paved section at Headquarters will not be done until the spring.
- C7 has been striped and outfitted with a light bar.
- New bed covers for E11, E21, E31, and E51 have been ordered.
- E11 has been swapped with E51. The mileage on E11 was 59,000 and the mileage on E51 was 18,000.
- Chevrons have been installed on E11. E21's chevrons will be installed tomorrow by the on duty shift. Chevrons for R1 will be done by an outside company for \$2,200.
- Safety vests are being installed in all fire department apparatus.
- The server has been moved to a locked cabinet that was donated by the Police Department.
- It is cost prohibitive to equip the old dispatch center at Headquarters to the new narrow band width. The new mobile unit that the Police Department received will be outfitted to meet the need as a backup dispatch center and the old dispatch area will be cleared out and used as an office.
- Mike Chapman from Firematic inspected the entire department's apparatus. Both E12 and E52 are in bad shape and will be the next apparatus retired. He found that E22 and E32 will need their tanks replaced at an estimated cost of \$28,000 each. Chief Clark feels that both pieces are worth maintaining.
- Chief Clark is looking into retiring B2 and making it a utility truck.
- Chief Clark will be looking into the Training Instructors' Conference account to see if there are funds available for both Assistant Chief Wisner and Captain Training Officer Mello to attend the conference this year.
- The budget is due in January after the monthly meeting.
- The annual visit to the companies is usually scheduled on the day Company 2 holds their open house which is scheduled for December 22<sup>nd</sup>.
- The proposed meeting calendar for next year changes the meeting night from the second Wednesday in the month to the second Thursday.
- Commissioner Kupec requested that Company 1's bathroom be cleaned. While he was attending the CERT class he had gone down there and found it in disarray.

MOTION: by Kupec, seconded by Sherman, to accept the Chief's Report.  
Motion carried unanimously.

COMMUNICATIONS:

Memo from Chief Clark recommending the 2009 dates for the Board of Fire Commissioners monthly meetings.

Memo from Chief Clark recommending approval of Company 5's December event requests.

Memo from Chief Clark recommending approval of Company 1's 2009 slate of officers.

Memo from Chief Clark recommending approval of Company 3's request to hold a Pancake Breakfast with Santa on December 14, 2008, from 8 a.m. – 12 p.m.

Memo from Chief Clark recommending approval of Company 3's 2009 slate of officers.

Memo from Chief Clark recommending approval of Company 5's 2009 slate of officers.

Memo from Chief Clark recommending a Special Appropriation for an accumulated time payout for Captain David Mikosz.

Memo from Chief Clark recommending approval of Company 2's December event requests.

COMMUNICATIONS FROM THE PUBLIC:

Commissioner Kupec acknowledged the terrific job that Company 3 did on their 100<sup>th</sup> anniversary events. He asked Captain Ozga to convey his feelings to the company members.

UNFINISHED BUSINESS:

Budget discussed.

NEW BUSINESS:

MOTION: by Kupec, seconded by Longo, to approve the 2009 dates for the Board of Fire Commissioners monthly meetings. Motion carried unanimously.

MOTION: by Kupec, seconded by Longo, to approve Company 5's December event requests. Motion carried unanimously.

MOTION: by Bedard, seconded by Sherman, to approve Company 1's 2009 slate of officers. Motion carried unanimously.

MOTION: by Sherman, seconded by Kupec, to approve Company 3's request to hold a Pancake Breakfast with Santa on December 14, 2008, from 8 a.m. – 12 p.m. Motion carried unanimously.

MOTION: by Kupec, seconded by Bedard, to approve Company 3's 2009 slate of officers. Motion carried unanimously.

MOTION: by Bedard, seconded by Kupec, to approve Company 5's 2009 slate of officers. Motion carried unanimously.

MOTION: by Kupec, seconded by Longo, to approve requesting a Special Appropriation for an accumulated time payout for Captain David Mikosz. Motion carried unanimously.

MOTION: by Bedard, seconded by Longo, to approve Company 2's December event requests. Motion carried unanimously.

MOTION: by Bedard, seconded by Kupec to adjourn to executive session excluding the public and press but including Chief Clark at 8:42 p.m. for the discussion of personnel matters. Motion carried unanimously.

EXECUTIVE SESSION:

Personnel matters were discussed. No action was taken.

MOTION: by Kupec, seconded by Sherman, to return to regular session at 9:02 p.m. Motion carried unanimously.

MOTION: By Kupec, seconded by Bedard, to approve pursuing the negotiations for Deputy Fire Marshal. Motion carried unanimously.

MOTION: by Kupec, seconded by Sherman, to adjourn at 9:04 p.m. Motion carried unanimously.

---

Robert Sherman, Secretary  
Board of Fire Commissioners