

TOWN OF SOUTHLINGTON  
BOARD OF FIRE COMMISSIONERS

Chairman Sherman called the regular meeting of the Board of Fire Commissioners, held at Headquarters on June 21, 2012, to order at 6:00 p.m. Commissioners Sherman, Dandrow, Nevelos, Longo, and Baker were present. Also in attendance were Chief Clark and Asst. Chief Wisner.

Pledge of Allegiance

MOTION: by Nevelos, seconded by Longo, to accept the minutes of the May 17, 2012 regular meeting as circulated. Motion carried unanimously.

MOTION: by Nevelos, seconded by Dandrow, to approve the payment of bills for May in the amount of \$32,876.76. Motion carried with four ayes and one abstention.

Chief's Report:

- Chief Clark and Lt. Douglas Roy attended a Labor Management Seminar put on by the Connecticut Career Chiefs and Connecticut Uniform Professional Firefighters Association in Danbury. The seminar promoted working out issues through open communication.
- Chief Clark and the on duty shift attended AMR's annual picnic.
- Chief Clark met with CCS to discuss the Department switchover to the Town Hall server.
- Met with Town Manager Garry Brumback and Finance Director Amelia Portelinha to discuss the 2011-2012 budget. The only area of concern is the Vehicle Maintenance account that may need appropriation of \$10,000 to cover emergency vehicle repairs.
- Attended a meeting at the Cheshire Fire Department held by the Connecticut Career Chiefs on developing an introductory class for new career fire officers. The idea behind this program would be to have a one week course, in a college type atmosphere, for newly appointed officers. The course would be taught by chief officers and would give the new officers a jumpstart for their new position.
- Attended class at the Connecticut Fire Academy on Fire Potpourri.
- Attended the monthly Department Heads meeting.
- Youth Honor Day was on June 8, 2012. Southington High School senior, Megan Gallagher was appointed Fire Chief for the day. Ms. Gallagher had a tremendous interest in how the fire service works and how the Town of Southington ran the Fire Department.
- There was a working structure fire at 26 Darling Street. The fire had progressed up the walls and almost into a hidden roof space before it was contained. There was extensive damage to two of the apartments. Despite limited manpower, firefighters did an exceptional job containing the fire.

- Company 5 held an All Company Picnic on June 11, 2012. The event let all the companies get together in a social setting. This is the summer version of Company 2's Christmas get together. The attendees played horseshoes, volleyball and ate a wonderful meal provided by Company 5. Company 5 deserves accolades for their initiative.
- Attended the Connecticut Career Chiefs monthly meeting in Wallingford. Many topics were discussed.
- The change over to the Town Hall server started on June 12, 2012. The project is near completion with the exception of a few issues that are still being worked out.
- The access points for the outlying stations are scheduled to be installed on July 9, 2012.
- The new onboard program First Look Pro is being loaded and updated. Some older laptops may need an external hard drive to access the program.
- Homeland Towers toured the back of Headquarters to research the viability of installing a cellular tower. The company is also investigating options at the Police Department.
- Chief Clark and Assistant Chief Wisner attended a customer service seminar conducted by CIRMA, at the Police Department on June 14, 2012. The on duty officers and Inspector Ballard also attended. The Town plans to have all employees attend the class in the future.
- A bottle drive fundraiser committee has asked to use Company 3's parking lot as a collection point. Company 3 is not aware of the request at this time, but if the Board does allow it they would have to agree to have a few members at the station during the collection.
- Purchases for this budget year have been stopped except for the necessities. Two emergency repairs were necessary. One was for a fuel tank censor and the other was an overhead door.

Commissioner Sherman asked about the Customer Service Seminar. Chief Clark reported that it was informative.

Commissioner Baker asked about the First Look Pro software. Chief Clark reported that the software will replace the AS400 software which is not user friendly and harder to read. First Look Pro is a GIS program that will provide maps and overlays. Other advantages are speed and clarity.

MOTION: by Baker, seconded by Longo to accept the Chief's Report as given. Motion carried unanimously.

ASSISTANT CHIEF'S REPORT:

- Activities of the Southington Fire Department for the month of May 2012:
  1. Fire Marshal's Inspections – 71
  2. Reports to the State Fire Marshal – 134

3. Damage to Property Involved in Fire - \$66,000
  4. Damage to Motor Vehicles involved in fire - \$5,000
  5. Other losses - \$2,000
  6. Total - \$73,000
  7. Total units responded were - 393
- Current projects being regularly inspected are:
    1. UCONN Medical building on West Street
    2. Yarde Metals addition
    3. Municipal Center, 200 North Main Street
  - The Bureau investigated three structure fires during the month. The Darling Street fire was caused by soldering pipes. The Rethal Street fire cause is undetermined but the area of ignition was in the kitchen near the coffee machine. The electrical fire at the Aqua Turf was saved by the quick actions of an employee who smoldered it.
  - Assistant Chief Wisner and Inspector Ballard will be attending a seminar on the Firehouse Software inspection module at the East Hartford Fire Department.
  - TC Trucking & Sons, on Clark Street, is rebuilding and the new building will bigger than the original.
  - RS Trucking Company is constructing a building on Lazy Lane that will include sprinklers.
  - The Department will be doing fire extinguisher training to a few private businesses. The training will be done by the on duty shift.
  - A mailing will be going out to all private hydrant owners about hydrant maintenance. The mailing was delayed so a leaflet from the Water Department could be included.

Chairman Sherman asked if the Fire Marshal's Bureau was responsible for inspecting the fire extinguishers and testing sprinkler systems annually for the schools. Assistant Chief Wisner reported that the schools are inspected annually by the Bureau and private contractors inspect the extinguishers and test the sprinkler systems. All inspections are put into the Firehouse database.

Commissioner Dandrow asked if it was the Water Department's responsibility to make sure private hydrants are maintained. Assistant Chief Wisner reported that all private hydrant owners are responsible for their maintenance.

Commissioner Baker asked about the progress of the North Center School project. Assistant Chief Wisner reported that the Bureau weekly visits the site and there is still a lot of work that has to be done before a Certificate of Occupancy can be issued.

Commissioner Longo asked about the renovations needed to the Gura Building. Assistant Chief Wisner reported that the Bureau has not received any renovation plans.

Commissioner Baker asked about the stage of the ordinance change requests. Assistant Chief Wisner reported that he has not received any news on the status of the Department proposals.

MOTION: by Nevelos, seconded by Dandrow to accept the Chief's Report as given. Motion carried unanimously.

COMMISSION COMMENTS:

Commissioner Baker attended the All Company Picnic held by Company 5. She wanted to thank the company for holding the event.

Commissioner Baker also wanted to recognize Captain Urso and the other members of the Recruitment and Retention Committee for the great job they are doing.

Commissioner Baker requested copies of the quarterly training reports from Captain Training Officer DiBattista for next meeting.

Commissioner Baker asked for more information about the probationary firefighter mentoring program. Chief Clark reported that Captain Training Officer DiBattista is in charge of monitoring their progress.

MOTION: by Baker, seconded by Nevelos to add New Business Consent item 9.G. to the agenda for the use of Company 3's parking lot for a bottle drive. Motion carried unanimously.

COMMUNICATIONS:

Memo from Chief Clark recommending Company 1's and Company 2's request to participate in a Southington Drive-In fundraiser on June 30, 2012.

Memo from Chief Clark recommending requesting transfers into the Overtime account #10012071-562605 of \$6,500.

Memo from Chief Clark recommending requesting transfers into the Vehicle Repairs account #10012071-562605 of \$10,000.

Memo from Chief Clark recommending transfers into the Gasoline account #10012071-562605 of \$1,500.

Memo from Chief Clark recommending transfers into the Utilities & Heating account #10012071-562605 of \$6,000.

Memo from Chief Clark recommending changing the July 19, 2012 Board of Fire Commissioners meeting date to July 26, 2012.

COMMUNICATIONS FROM THE PUBLIC:

Arthur Cyr, 130 Berlin Avenue, discussed his past history as a property manager of a condominium association and his dealings with the Southington Water Department for annual flushing of the association's hydrants. For many years he had to remind the Water Department to flush the hydrant until it was put on the annual schedule for service. He feels that sending a letter out to the private hydrant owners will be ignored because it will be too technical for them to follow. The hydrant owners may also be under the assumption that the Water Department is providing hydrant maintenance because their water bill reads "Fire Protection." He feels that a more effective way to reach the public would be through a notice on the public access channels and on the Town website.

Arthur Cyr also discussed the hydrant on Berlin Avenue that is out of service. Chief Clark reported that the Water Department is in charge of the maintenance and reporting to the Fire Department any status changes of Town hydrants.

OLD BUSINESS: None

UNFINISHED BUSINESS: None

NEW BUSINESS: None

NEW BUSINESS – CONSENT ITEMS:

**MOTION:** by Nevelos, seconded by Longo, that the Board adopts Consent Item 9.A. through 9.G. as recommended. Motion carried unanimously.

- A. Company 1's and Company 2's request to participate in a Southington Drive-In fundraiser on June 30, 2012.  
Recommendation: That the Board approves the request.  
**ACTION:** Approved.
- B. Requesting transfers into the Overtime account #10012071-562605 of \$6,500.  
Recommendation: That the Board approves the request.  
**ACTION:** Approved.
- C. Requesting transfers into the Vehicle Repairs account #10012071-562605 of \$10,000.  
Recommendation: That the Board approves the request.  
**ACTION:** Approved.
- D. Requesting transfers into the Gasoline account #10012071-562605 of \$1,500.  
Recommendation: That the Board approves the request.

ACTION: Approved.

- E. Requesting transfers into the Utilities & Heating account #10012071-562605 of \$6,000.

Recommendation: That the Board approves the request.

ACTION: Approved.

- F. Changing the July 19, 2012 Board of Fire Commissioners meeting date to July 26, 2012.

Recommendation: That the Board approves the request.

ACTION: Approved.

- G. The use of Company 3's parking lot for a fundraiser.

Recommendation: That the Board approves the request.

ACTION: Approved.

MOTION: by Baker, seconded by Nevelos, to adjourn at 6:35 p.m. Motion carried unanimously

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Mary Baker, Secretary  
Board of Fire Commissioners