

TOWN OF SOUTHTON  
BOARD OF FIRE COMMISSIONERS

Chairperson Sherman called the meeting of the Board of Fire Commissioners, held at Fire Headquarters on November 13, 2012, to order at 6:00 p.m. Commissioners Sherman, Longo, Dandrow and Baker were present. Also in attendance were Chief Clark and Assistant Chief Wisner. Commissioner Nivelos was absent.

Roll Call

Pledge of Allegiance

A moment of silence was held for the victims of Hurricane Sandy.

MOTION: by Longo, seconded by Baker, to accept the minutes of the September 20, 2012 regular meeting as circulated. Motion carried unanimously.

MOTION: by Longo, seconded by Dandrow, to approve the payment of bills for September and October 2012 in the amount of \$172,682.94. Motion carried unanimously.

Secretary's Report:

Memo from Chief Clark recommending approval of Company 3's request to hold its annual dinner dance on November 16, 2012.

Memo from Chief Clark recommending the request for an appropriation of \$50,558.40 for the reimbursable AFG grant, to purchase an air compressor.

Memo from Chief Clark with a proposed Board of Fire Commissioners 2013 meeting calendar.

Memo from Chief Clark recommending approval of Company 2's request for a Christmas tree fundraiser November 23 – December 24, 2012.

Memo from Chief Clark recommending approval of Company 2's request to hold their annual children's Christmas party.

Memo from Chief Clark recommending approval of Company 2's request to hold their annual Holiday Open House on December 17, 2012.

Chief's Report:

- Chief Clark attended the October and November Department Head's Meeting. Copies of the meeting minutes were given to the Board members.

- Ladder 2 went to Cheshire to assist in displaying the American flag for the Ride for Justice Event.
- A pinning ceremony for Recruit Class III was held.
- Chief Clark met with Town Manager Brumback to discuss two prohibitive practices filed by the union. There is a hearing scheduled on Friday, November 16, 2012, with a mediator.
- Chief Clark met with Frank Johns from Shipman's Fire Equipment to obtain quotes for the new breathing air compressor.
- Chief Clark attended the monthly Career Chiefs meeting in Wallingford.
- Chief Clark attended the Town Wide Safety Committee meeting and discussed the injuries over the past quarter.
- A Staff Meeting was held with career and volunteer officers. Many topics were discussed along with the effectiveness and importance of the meetings. Overwhelmingly, all officers involved felt the meetings had a positive impact for the Department.
- Chief Clark met with the new IT Director Jay Baker and Richard Lopatosky, along with Lt. Donnelly and Maureen Frazier to discuss the Department's computer issues. The meeting helped to prioritize needs.
- Chief Clark worked at the Bread for Life Soup Night at Southington High School. The on-duty shift also attended. The night was a success and provided a great opportunity for the public to meet some of our firefighters.
- Chief Clark attended the EMS Committee meeting. Chief Clark updated the committee on AMR's oversight of not calling the fire department when AMR units are delayed or not available. AMR has since made corrective actions.
- The Health Department was able to use the training rooms at Fire Headquarters and Company 3 for flu clinics. Health Director Shane Lockwood was very appreciative of the use of the facilities and the assistance in coordinating CERT members to help with the clinics.
- Chief Clark attended the Finance Board meeting and the Town Council meeting for Town Manager Brumback's request for funds to hire ICMA to audit the fire department. The request was approved by both bodies.
- Chief Clark attended the Elks Public Safety night where Lt. Paul received an award for Firefighter the Year. This function once again was very well attended and appreciated.
- An open house was held at Fire Headquarters to introduce the new engine and new Ford Expedition to the public. It was attended by about 50 people.
- Chief Clark attended a teleconference with Town Manager Brumback to discuss the information requested by ICMA and how to supply that information electronically.

- Representatives from Hale Pumps did an in-service training class on their pump that is mounted in the new engine
- Chief Clark attended Company 1's Old Timers Night.
- Chief Clark attended the Nuts and Bolts of Management seminar presented by ICMA. It was a quick overview of management practices.
- Chief Clark wanted to thank all members for their hard work in preparing for Hurricane Sandy. All stations were heavily manned and coordinated.
- Chief Clark wanted to thank all members who responded to the two motor vehicle accidents on I-84 Sunday morning. They did a great job and both paid and volunteer firefighters worked very well together. During the second extrication, the only access for the Rescue 1 was in an area covered in mud and the Rescue 1 needed to be towed out.

Commissioner Baker asked for more information on the nature of the calls that AMR had not requested the fire department. Chief Clark reported that the calls that the Department should be sent to are priority one calls and lower priority calls were an ambulance or police officer are not available. The fire department would send a Firefighter/EMT who is able to start patient care prior to the ambulance arrival.

Commissioner Dandrow felt that the firefighters did a great job in the Fill the Boot campaign. Chef Clark agreed on the job done and reported that Company 1 and Company 2 ran 'Fill the Truck' food drives at area supermarkets last weekend. They raised an estimated \$1,500 and 3,000 pounds of food for Social Services. Company 2 is planning on running another drive on Sunday, November 18, 2012. FF John Aldieri spearheaded the program.

MOTION: by Dandrow, 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 September 2012:

1. Fire Marshal's inspections – 34
2. Reports to the State Fire Marshal – 173
3. Damage to property involved in fire - \$100,000
4. Damage to motor vehicles involved in fire - \$12,550
5. Other losses - \$53,100
6. Total - \$165,650
7. Total units responded were - 552

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The following are the significant fire incidents for September and October:

- Jitters Café - \$100,000 of fire damage.
- Apple Harvest – A fire in a tent was discovered during nightly safety checks by the on-duty crew.
- Whippoorwill Road – Shed fire with \$40,000 of fire damage.
- Responded to a mutual aid request from Plainville.
- Aqua Turf – Kitchen fire with \$150,000 of fire damage. Business was able to open within hours of the incident.

Assistant Chief Wisner also reported:

- Fire Marshal's Bureau has been busy with plan reviews.
- Bureau members have been attending continuing education classes throughout the month. Captain Ballard attended an arson investigation class held by IAAI and Inspector Hunt attended a class on motor vehicle fires.

Commissioner Baker asked about the status of the proposed ordinance fee changes. Assistant Chief Wisner reported that the ordinance committee has not updated him on the progress of the Department's request. Chief Clark discussed that the ordinance will not state a fee schedule. The fee schedule would be approved by the Town Council.

Commissioner Baker also asked about the volume of plans being submitted for review. Assistant Chief Wisner reported that there has been a steady stream of prints. Captain Ballard, from the audience, reported several new businesses that are ready to open and a few proposals for new businesses in the center of town.

#### COMMISSION COMMENTS & COMMUNICATIONS:

Commissioner Baker expressed the Board's gratitude for all the members who have participated in community events such as the Fill the Truck, Apple Harvest Road Race and the parade.

Chairman Sherman thanked the Truck Committee for all their work for the new engine.

Commissioner Baker thanked FP Nelson DeAngelo for the great job he did for Company 1's Old Timers Night.

Commissioner Baker asked that Item 10.G. Discussion on the budget, be added to the agenda.

#### COMMUNICATIONS FROM THE PUBLIC:

Art Cyr, 103 Berlin Ave., discussed the project of private hydrant testing. He would like it understood that it is not a water quality issue but a public safety issue. He discussed a fee schedule adopted by the Water Department for flow testing and the notification the Water Department sent out to private hydrant owners. He feels that advertising on Channel 14, through the Town Clerk's Office, would be the most effective way to reach the residents who are in need of the service. A draft of his proposed ad for Channel 14 will be submitted to the Fire Marshal's Bureau and a copy will be given for the Board's packet in the next meeting.

Chairman Sherman addressed the audience to discuss the amount of time the Board invests before approving a budget. He wanted to make any misunderstanding of the Board's budget approval process clear.

UNFINISHED BUSINESS: None

OLD BUSINESS:

ICMA Audit – Chief Clark reported on the status of the audit. ICMA representatives have requested electronic copies of dispatching records and NFIR reports. Deputy Town Manager/Town Attorney Mark Sciota is in the process of having a non-disclosure agreement signed before information is sent out. An additional list of requests was received today and Chief Clark is working on compiling the information. Some of the information requested may not be available. Representatives are expected on January 3-4, 2013 for in-house interviews. When more information is known Chief Clark will contact the Board. They are estimating that the report will be completed by the end of January.

Reimbursable AFG Grant – All paperwork has been completed and sent to FEMA. The Department will be purchasing the air compressor from the Connecticut State Bid List if approved. The compressor will take two to three months to build. The grant is a reimbursable grant, so the Town will need to purchase the compressor and FEMA reimburses the Town 90% of the cost. Included in the purchase will be a four year maintenance agreement. The original compressor approved in the grant was larger but would have required costly wiring. FEMA has approved a modification for a smaller compressor, which is the same size as current one. Chief Clark would like to thank FF Eric Heath for all his hard work in writing the grant.

NEW BUSINESS:

MOTION: by Baker, seconded by Longo, to approve Company 3's request to hold its annual dinner dance on November 16, 2012. Motion carried unanimously.

MOTION: by Dandrow, seconded by Baker, to approve requesting an appropriation of \$50,558.40 for the reimbursable AFG grant, to purchase an air compressor. Motion carried unanimously.

MOTION: by Baker, seconded by Dandrow, to approve the proposed Board of Fire Commissioners 2013 meeting calendar. Motion carried unanimously.

MOTION: by Baker, seconded by Dandrow, to approve Items 10.D, 10.E, and 10.F. Motion carried unanimously.

Budget – Discussion was held on the proposed 2013-2014 fiscal budget. Chief Clark went line for line on the first draft of his proposal. The budget includes the request for an inspector position. This would be a change from the old position of inspector/ firefighter. If approved, the salary would have to be negotiated. Chief Clark discussed that this proposal is in line with the first part of Town Manager Brumback’s budget requirement, which is a continuing current services budget.

Chief Clark will continue to work on the two other parts of Town Manager Brumback’s budget requests. The first is for new projects, which would include capital improvement items. The items would be the same as last year, a replacement roof for Company 3, SCBA replacement, and continuing the engine replacement program. The last part would be the reductions.

Chief Clark discussed the great job C Shift has done adopting a program to track repairs and testing on all SCBA’s, including the air bottles. Their program has tracked the age of all SCBA’s and air bottles that are due to expire soon. An AFG grant is being pursued to help defray the cost of replacement.

Chairman Sherman asked for an update on the new air bottles. Chief Clark reported that the vendor has agreed to replace them. The bottles have been returned and replacements are ordered.

MOTION: by Longo, seconded by Baker, to adjourn to Executive Session, excluding the public and the press with the exception of the Chief, and Asst. Chief to discuss personnel matters at 6:45 p.m. Motion carried unanimously.

Personnel matters were discussed.

Returned to regular session at 7:50 p.m.

MOTION: by Baker, seconded by Longo, to adjourn at 7:51 p.m. Motion carried unanimously

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Mary Baker, Secretary  
Board of Fire Commissioners