

TOWN OF SOUTHTON  
BOARD OF FIRE COMMISSIONERS

Chairperson Baker called the special meeting of the Board of Fire Commissioners, held at Headquarters on March 20, 2013, to order at 5:00 p.m. Commissioners Sherman, Longo, Dandrow, Baker and Bunko were present. Also in attendance were Chief Clark and Asst. Chief Wisner.

Roll Call

Pledge of Allegiance

MOTION: by Longo, seconded by Sherman, to accept the minutes of February 27, 2013 special meeting as circulated. Motion carried unanimously.

MOTION: by Sherman, seconded by Dandrow, to approve the payment of bills for February in the amount of \$18,272.96. Motion carried unanimously.

Secretary's Report:

Memo from Chief Clark recommending the appointment of Lt. Michael Hughes to captain of Company 5, which would include a one-year probationary period.

Memo from Chief Clark recommending the appointment of FF Joseph Dolan to 2<sup>nd</sup> lieutenant of Company 5, which would include a one-year probationary period.

Memo from Chief Clark recommending the appointment of FF Dan Molaver to the position of Company 1's training officer, which would include a one-year probationary period.

Memo from Chief Clark recommending FF Eric Rathbun's request for a six-month leave of absence.

Chief's Report:

- The Department has taken advantage of a STEPS program, Southington Serves, that matches college and high school students that are looking for community service time, with town departments. A college student, Kirsten Beck, is currently volunteering, doing clerical work while on spring break.
- Chief Clark attended the March Apple Harvest Committee meeting. The Department has been asked to look into the cost of providing first aid at the fire prevention trailer during the festival. Inspector Hunt is working on a cost estimate, and the report will be presented to the committee at their next meeting.

- Chief Clark attended the Board of Finance public hearing on the proposed 2013-2014 budget at DePaolo Middle School. The Fire Department budget request was not discussed.
- A disciplinary hearing for a paid on call member was held. Discipline was dispensed and accepted. There should be no other action on the matter.
- The Department Heads Meeting was held in the training room on March 6, 2013.
- Chief Clark attended the Board of Finance meeting to request a \$40,000 special appropriation for the Vehicle Maintenance account. It was approved after some discussion.
- Chief Clark attended the Career Chiefs monthly meeting in Wallingford. A discussion on House Bill 6518, Provider Service Area for ambulance providers was held. Chief Clark also attended a legislative session in Hartford to show support of the bill that would give towns and cities the ability to change ambulance providers.
- Chief Clark met with Jay Baker and Richard Lopatosky, from the IT Department, and a representative from Walsh Associates, to discuss archiving the AS400 database into a searchable format.
- Chief Clark met with Lt. Doug Kalwat to discuss his resignation as 1<sup>st</sup> lieutenant from Company 2 and conduct an exit interview.
- Chief Clark attended the United Way dinner.
- Two interviews were held for the positions of lieutenant and captain of Company 5.
- A draft of the ICMA study was received. It was released to the press prematurely and is not a finished document.
- The new breathing air compressor has been delivered to Shipmans and will be delivered to the Fire Department in the next few weeks. The air compressor was purchased through a SAFER grant written by Lt. Eric Heath.
- CERT Class V will graduate tonight. The ceremony will be held in the Town Council Chambers at 6:30 p.m.
- March 21, 2013 is the retirement party for Captain Folcik and Captain Kurtz at the Aqua Turf.
- The promotions and the start of the new entry level firefighter will be in effect as of April 7, 2013.

Chairperson Baker asked clarification on Lt. Kalwat's resignation. Chief Clark explained that he was stepping down from his officer's position to a firefighter's position.

Chairperson Baker asked that email reminders be sent to all Board members about the graduation and pinning ceremony on April 8, 2013.

MOTION: by Dandrow, seconded by Sherman, 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 February 2013:

1. Fire Marshal's inspections – 56
2. Reports to the State Fire Marshal – 190
3. Damage to property involved in fire - \$5,000
4. Damage to motor vehicles involved in fire - \$200
5. Other losses - \$0.00
6. Total - \$5,200
7. Total units responded were - 537

The following are the significant incidents for February:

- Mutual aid call in Wolcott
- Multiple motor vehicle accidents

The following are current plan reviews:

- Middle School Project
- 100 Executive Blvd.
- Multiple large sites

Assistant Chief Wisner and DFM/Captain Ballard held a meeting in the training room on March 18, 2013 with the new owners of 100 Executive Blvd and members of other Town agencies to discuss the requirements and process of obtaining approval for the remodeling proposals. Assistant Chief Wisner explained that this is a new friendlier approach in helping businesses to understand and stream line the permitting and approval process.

Chairperson Baker thanked Assistant Chief Wisner for being a part of the new process and feels it is a positive approach for businesses coming to Town.

Chairperson Baker asked if the fire loss from Wolcott is included in the February report. Assistant Chief Wisner explained that only the losses in Southington are included.

MOTION: by Sherman, seconded by Longo, to accept the Assistant Chief's report. Motion carried unanimously.

COMMISSION COMMENTS & COMMUNICATIONS:

Commissioner Bunko discussed his displeasure with the premature release of the ICMA draft to the public. He does not feel that it was a wise decision to make it public until finalized and also feels that the public should not have received it before the Board members. Chairperson Baker explained that the draft was emailed by ICMA to Town Manager Brumback, Chief Clark and herself on Friday.

The members on the study committee will meet to go over any discrepancies and submit them to ICMA before the final report is completed.

Chairperson Baker feels that the Board has made progress in being proactive in communicating with the public and being transparent.

Commissioner Longo and Commissioner Dandrow asked about the ICMA representative coming before the Board to discuss his findings. Chairperson Baker explained that the contract did not include a final presentation and if needed it would be an extra expense. Commissioner Longo felt that it was needed and was instructed by Chairperson Baker to contact Town Manager Brumback with her request. Chairperson Baker asked for the Board to review the draft, which was handed out, and email Chief Clark with any questions.

Chairperson Baker thanked Captain Al Urso, Jr. from Company 5 for all his hard work as captain of Company 5 and work on the Recruitment and Retention Committee.

COMMUNICATIONS FROM FIREFIGHTERS AND THE PUBLIC:

Art Cyr of Berlin Street, explained that he had received a copy of the ICMA draft through the press and that the press obtained the report from a member of the Town Council, not Town Manager Brumback.

Art Cyr also discussed his concern over the use of the Fire Department being dispatched to motor vehicle accidents to apply Speedi Dry. Assistant Chief Wisner explained that tow truck drivers are not allowed by DEEP to apply Speedy Dry and it is the Fire Department's duty to provide the service.

UNFINISHED BUSINESS: None

OLD BUSINESS: None

NEW BUSINESS:

MOTION: by Bunko, seconded by Longo, to appoint of Lt. Michael Hughes to captain of Company 5, which would include a one-year probationary period. Motion carried unanimously.

Chairperson Baker congratulated Captain Hughes.

MOTION: by Bunko, seconded by Longo, to appoint of FF Joseph Dolan to 2<sup>nd</sup> lieutenant of Company 5, which would include a one-year probationary period. Motion carried unanimously.

Chairperson Baker congratulated 2<sup>nd</sup> Lt. Dolan.

MOTION: by Bunko, seconded by Longo, to appoint of FF Dan Molaver to the position of Company 1's training officer, which would include a one-year probationary period. Motion carried unanimously.

MOTION: by Bunko, seconded by Longo, to approve FF Eric Rathbun's request for a six-month leave of absence. Motion carried unanimously.

MOTION: by Longo, seconded by Bunko, to adjourn to Executive Session, excluding the public and the press with the exception of Chief Clark, Assistant Chief Wisner, Captain Hughes and Lt. Dolan to discuss personnel and contractual matters at 5:25 p.m. Motion carried unanimously.

EXECUTIVE SESSION:

Captain Hughes and Lt. Dolan left Executive Session at 5:35 p.m.

Returned to regular session at 5:59 p.m.

No action was taken.

Meeting adjourned at 6:00 p.m.

---

Michael Bunko, Secretary  
Board of Fire Commissioners