

TOWN OF SOUTHTON
BOARD OF FIRE COMMISSIONERS

Chairperson Bunko called the meeting of the Board of Fire Commissioners, held at Headquarters on May 19, 2016, to order at 6:00 p.m. Commissioners Bunko, Baker, Stanforth, Kanute, and Robertson were present. Also in attendance were Chief Clark and Assistant Chief Wisner.

Roll Call

Pledge of Allegiance

MOTION: by Stanforth, seconded by Kanute, to approve the minutes of March 10, 2016, special meeting as circulated. Motion carried with three ayes and two abstentions.

MOTION: by Baker, seconded by Kanute, to accept the minutes of April 20, 2016, special meeting as circulated. Motion carried with four ayes and one abstention.

MOTION: by Kanute, seconded by Stanforth, to approve payment of bills for April 2016 in the amount of \$62,085.87. Motion carried unanimously.

Secretary's Report:

Memo from Chief Clark recommending transferring \$45,000 to the Overtime account

Memo from Chief Clark recommending transferring \$20,000 to the Vehicle Maintenance account

Memo from Chief Clark recommending transferring \$500 to the Stipend account for payment of Fire Officer I and Fire Instructor I stipends

Memo from Chief Clark recommending the annual incentive plan share of \$618.55 for a full share and \$309.28 for a half share

CHIEF'S REPORT:

- The CERT officers ran a rescue drill at Mount Southington on May 14. Members of the Bristol and Southington CERT teams participated in the training and it was reported by Captain Heath that the drill went well. Chief Clark has also gotten feedback from team members expressing that it was a positive experience.
- The CERT officers are planning on running a class for new members in the near future.

- Chief Clark is looking into acquiring a retired Calendar House van for the CERT team.
- The Recruitment and Retention Committee has been active with the following activities:
 - One hundred yard signs have been ordered to advertise volunteer firefighter recruitment drives

Commissioner Stanforth suggested using the town signs and Chief Clark reported that the committee has discussed making a sign to be used on the town green.

- Printed flyers are to be posted in local businesses
- The Town of Southington has purchased the web page joinsfd.org
- The Drive-In Committee has approved running a recruitment video at the beginning of each movie
- Companies 1, 2, and 3 have agreed to do a recruitment drive in Company 5's district by doing door to door recruitment
- Deputy Chief DiBattista is working on the 'I Am Responding' software and hardware project with Jay Baker and has reported the following:
 - The software cost is \$3310 for 5 years, hardware cost still being determined
 - The goal is to put monitors in all stations for displaying 'I Am Responding' and Nex-Gen
 - The software is also capable of alerting members phones when there is a call
- The retired 1993 Lance engine, E52, has been sold for \$4,500.
- R-1 has had new front tires and ball joints installed at an estimated cost of \$4500.
- The new generator at HQ has been installed and is online; the old unit is scheduled to be removed next Friday, May 27, 2016.
- Assistant Chief Wisner is working on the replacement of Company 2's phone.
- The Kiwanis Club is holding a breakfast for Firefighters and Police Officers on June 12 from 9 to 11 a.m., as of yesterday no one had signed up.
- Chief Clark is beginning to look at options for the vehicle purchase for the next fiscal year. The car will replace an 11-year-old Ford Expedition.
- Company 1 has painted the old dispatch area for use as a standby room.

Commissioner Baker asked if Planning and Zoning has been contacted about the signs. Chief Clark reported that he would contact them.

Vice Chairperson Baker asked about linking joinsfd.org to the town website. Chief Clark reported that Jay Baker is looking into it.

Commissioner Stanforth asked for more information on 'I Am Responding.' Chief Clark reported a committee of DC DiBattista and volunteer officers chose the software. They had looked at two other companies but price and capabilities made 'I Am Responding' the best choice.

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

ASSISTANT CHIEF'S REPORT:

Activities of the Southington Fire Department for the month of April 2016:

1. Fire Marshal's Inspections – 68
2. Reports to the State Fire Marshal – 159
3. Damage to property involved in fire - \$750,000
4. Damage to motor vehicles involved in fire - \$14,650
5. Other losses - \$220,000
6. Total - \$984,650
7. Total units responded were - 514

Assistant Chief Wisner further reported:

- Fire damage loss to Renaldo's has climbed to \$700,000
- There was a house fire on April 22 that caused \$175,000 worth of damage
- Annual multi-family inspections are ongoing
- Multiple small plan reviews have been received
- Webster Bank will be moving into two and a half floors on Executive Blvd. after extensive renovations are done
- The energy plant construction on DePaolo Dr. is ongoing
- The Hartford Hospital building on Queen St. is progressing
- Stanley-Black and Decker is moving to Executive Blvd.
- The Inspection Bureau is working on issues with the Arts Building

MOTION: by Kanute, seconded by Baker, to accept the Assistant Chief's Report. Motion carried unanimously.

COMMISSIONS COMMENTS AND COMMUNICATIONS:

Commissioner Stanforth asked about the proposed changes to the Probationary Firefighter Program mentioned in last month's meeting. Chief Clark reported that DC DiBattista is working with two volunteer officers on the next probationary class. The current changes are that the meeting nights will be moved from Monday to Wednesday evenings and that DC DiBattista will run the first three classes and then turn the rest of the classes over to the two volunteer officers. The current plan is to follow the current curriculum and revise it for the next

probationary class in January 2017. Throughout the program, DC DiBattista will be overseeing it.

Commissioner Stanforth asked about the manpower report. Chief Clark reported that the officer in charge of the report has been out and it will be completed when he is on duty. He reported that the goal is to get the information into the Firehouse Software program so that the report can be computer generated.

Vice Chairperson Baker asked that the board be given the Probationary Firefighter Program agenda at the next meeting. Chief Clark stated that he will have DC DiBattista submit a copy to be included in the monthly meeting packet. He also reported that it is being discussed to changing the policy to allow the probationary members to ride on the engines before they pass Firefighter I.

Vice Chairperson Baker also discussed her participation in the CERT rescue drill. Baker felt that Captain Heath did a good job running the drill that was used to work on accountability procedures.

Discussion on the date Company 5's annual All Company picnic would be held. Chief Clark reported that it will be held on June 27, 2016.

Chairperson Bunko reminded the board that Company 2's Pig Roast fundraiser will be held on Saturday, May 21, 2016.

Chairperson Bunko invited the board to participate in the Memorial Day Parade. Any commissioners interested were instructed to report at 10:30 a.m. on May 30, 2016, behind Derynoski Elementary School. Bunko stated that unfortunately he will not be able to attend.

Commissioner Robertson discussed his meeting with the members of Company 1 as being positive. Roberson reported that the members appreciate being utilized more. A discussion on members being able to respond directly to the scene was held and Chief Clark reported that there is not any rule that would prohibit them from doing so as long as they have their bunker gear. Vice Chairperson Baker suggested that an official list of options be put together to eliminate any confusion on the issue.

COMMUNICATIONS FROM THE PUBLIC:

Retired FP Nelson DeAngelo invited the board and members who participate in the Memorial Day Parade to Company 1's cookout after the parade.

UNFINISHED BUSINESS: None

OLD BUSINESS: None

NEW BUSINESS:

MOTION: by Kanute, seconded by Robertson, to approve requesting a transfer of \$45,000 into the Overtime account. Motion carried unanimously.

MOTION: by Kanute, seconded by Baker, to approve requesting a transfer of \$20,000 into the Vehicle Maintenance account. Motion carried unanimously.

MOTION: by Kanute, seconded by Stanforth, to approve transferring and additional \$500 into the Stipend account for payment of Fire Officer I and Fire Instructor I stipends. Motion carried unanimously.

MOTION: by Kanute, seconded by Robertson, to approve the annual incentive plan share of \$618.55 for a full share and \$309.28 for a half share. Motion carried unanimously.

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

EXECUTIVE SESSION:

No action was taken.

Return to regular session

MOTION: by Baker, seconded by Kanute, to adjourn the meeting at 7:10 p.m. Motion carried unanimously.

Wayne Stanforth, Secretary
Board of Fire Commissioners