

TOWN OF SOUTHTON
BOARD OF FIRE COMMISSIONERS

Chairperson Wilson called the regular meeting of the Board of Fire Commissioners, held at Headquarters on December 19, 2019, to order at 6:05 p.m. Commissioners Wilson, Shanley-Buck, Bunko, Moise, and Kanute were present. Also in attendance were Chief Butler and Assistant Chief Paul.

Roll Call

Pledge of Allegiance

A moment of silence was held in memory of all fallen firefighters

ELECTION OF OFFICERS:

Chairperson Wilson asked for a motion for the position of chairperson.

Commissioner Moise nominated Nathan Wilson as chairperson and Commissioner Shanley-Buck seconded.

MOTION: by Kanute, seconded by Moise to close the nominations. Motion carried unanimously.

Nomination passed unanimously on a roll call.

The meeting was turned over to Chairperson Wilson. Chairperson Wilson asked for a motion for the position of vice chairperson.

Commissioner Moise nominated Christine Shanley-Buck as vice chairperson and Commissioner Kanute seconded.

MOTION: by Kanute, seconded by Moise to close the nominations. Motion carried unanimously.

Nomination passed unanimously on a roll call.

Chairperson Wilson asked for a motion for the position of secretary.

Commissioner Moise nominated Michael Bunko as secretary and Commissioner Kanute seconded.

MOTION: by Kanute, seconded by Moise to close the nominations. Motion carried unanimously.

Nomination passed unanimously on a roll call.

MOTION: by Bunko, seconded by Shanley-Buck, to approve the minutes of the November 21, 2019, regular meeting as circulated. Motion carried with four ayes and one abstention.

MOTION: by Bunko, seconded by Kanute, to approve the minutes of the December 10, 2019, special meeting as circulated. Motion carried unanimously.

MOTION: by Bunko, seconded by Moise, to approve payment of bills for November 2019 in the amount of \$46,146.43. Motion carried unanimously.

MOTION: by Moise, seconded by Bunko, to adjourn to Executive Session, excluding the public and the press to discuss personnel and contractual matters at 6:06 p.m. Motion carried unanimously.

EXECUTIVE SESSION:

Chief Butler joined Executive Session at 6:15 p.m.

No action was taken.

MOTION: by Moise, seconded by Bunko, to return to regular session at 6:25 p.m. Motion carried unanimously.

Secretary's Report:

A memo from Chief Butler recommending the approval of FF Mailhot's leave of absence request

A memo from Chief Butler recommending the approval of FF Desaulniers' leave of absence request

A memo from Chief Butler recommending the approval of FF Josh Martin's leave of absence request extension to May 2020

CHIEF'S REPORT:

Chief Butler Reported:

- Driver training is being scheduled to ensure that there are enough driver operators in the companies
- The OSHA guidelines for Hazmat certification is being researched; the current interpretation would limit probationary members from responding until after FFI class, where the Hazmat certification is given
- Interviews were held for the open lieutenant's position at Company 3 and Chief Butler recommended FF Edward Ozga for the position
- A volunteer officers meeting will be scheduled in late January
- A chief officers meeting is being planned for the first part of January
- The rekeying of the buildings has been completed
- The key fobbing system should be completed by the end of the year
- The PA, radio and phone system for Company 3 is almost completed
- The PA, radio and phone system for Company 2 is planned for next year

- Chief Butler told of the public relation events the department participated in: Southington Food Bank Food Drive, Amelia's Toy Drive, the adoption of a needy family and the delivery of presents for Community Services
- The Board was given the budget proposal for the fiscal year 2020-2021
- The two new firefighters graduated from the Connecticut Fire Academy on December 6, 2019
- BC Eric Heath graduated from the Executive Fire Officer program at the National Fire Academy
- BC Dube will complete his Executive Fire Officer program in May

MOTION: by Moise, seconded by Shanley-Buck to add item 11.D. to the agenda to approve FF Edward Ozga as a lieutenant of Company 3. Motion carried unanimously.

ASSISTANT CHIEF'S REPORT:

Activities of the Southington Fire Department for the month of November 2019:

1. Fire Marshal's Inspections – 80
2. CRRS - 8
3. Reports to the State Fire Marshal – 210
4. Damage to property involved in fire - \$1,000
5. Damage to motor vehicles involved in fire - \$35,000
6. Other losses - \$3,500
7. Total - \$39,500

Assistant Chief Paul also reported:

- Crews delivered gifts to the elderly at several locations
- Bread for Life held their annual Appreciation Breakfast for Police and Fire
- Assistant Chief Paul attended the graduation of both FF Jeremy Hiriak and FF Chris Martin from CFA recruit on December 6, 2019, with several other members of the department
- The Inspection Bureau has been busy with school fire drills this month
- Factory Square's renovations have consumed a lot of time from the Inspection Bureau
- DFM Solury is working on an in-depth project to create a list of properties that are required to be inspected
- Personal protective equipment (PPE) is being put together for all the new volunteer firefighter applicants in preparation for the class beginning January 6, 2020
- The department may need to rent PPE from our vendor versus buying all of what is needed
- Task Force 55 is now active in the State of Connecticut
- The Rescue truck is now at Station 3 and the company members are in the process of driver training
- E-51 was sold to the City of Meriden

COMMITTEE REPORT:

Commissioner Moise reported for the Recruitment and Retention Committee:

- Members of the committee and members of Company 1 and 2 handed out recruitment information during the White Christmas in the Community event
- The December 19, 2019, meeting was canceled due to the weather
- The committee is putting together a list of activities for January

COMMISSIONS COMMENTS AND COMMUNICATIONS:

Commissioner Bunko discussed the various events he had attended since the last meeting and how the town appreciates all the community service the members of the department are a part of.

Vice Chairperson Shanley-Buck reiterated the appreciation of the members and all the extras they do for the community. Vice Chairperson Shanley-Buck also asked if anyone had time on Saturday, December 21, 2019, to help Community Service deliver gifts to the less fortunate, to arrive at 9:00 a.m.

Commissioner Moise discussed the turnout at Company 3's breakfast on December 8 and Company 5's toy drive.

Chairperson Wilson told of how he and his family attended the toy drive at Company 5 and thanked everyone involved for everything they do.

COMMUNICATIONS FROM THE PUBLIC: None

UNFINISHED BUSINESS:

Fiscal Year 2020-2021 budget request was discussed.

MOTION: by Bunko, seconded by Moise, to submit the fiscal year 2020-2021 budget request as presented. Motion carried unanimously.

Commissioner Moise suggested that \$10,000 be added as a Program Addition for hiring a public relations company to design and implement a volunteer firefighter recruitment campaign.

MOTION: by Moise, seconded by Shanley-Buck to add a \$10,000 Program Addition to the fiscal year 2020-2021 budget request Motion carried unanimously.

OLD BUSINESS: None

NEW BUSINESS:

MOTION: by Bunko, seconded by Shanley-Buck, to approve FF Mailhot's leave of absence request. Motion carried unanimously.

MOTION: by Bunko, seconded by Shanley-Buck, to approve FF Desaulniers' leave of absence request. Motion carried unanimously.

MOTION: by Bunko, seconded by Shanley-Buck, to approve FF Josh Martin's leave of absence request extension to May 2020. Motion carried unanimously.

MOTION: by Bunko, seconded by Moise, to approve the appointment of FF Edward Ozga as a lieutenant of Company 3. Motion carried unanimously.

MOTION: by Bunko, seconded by Kanute, to adjourn to Executive Session, excluding the public and the press with the exception of Chief Butler and Assistant Chief Paul, to discuss personnel and contractual matters at 6:56 p.m. Motion carried unanimously.

EXECUTIVE SESSION:

No action was taken.

Meeting was adjourned at 7:15 p.m.

Michael Bunko, Secretary
Board of Fire Commissioners