

TOWN OF SOUTHTON
BOARD OF FIRE COMMISSIONERS

Chairperson Wilson called the regular meeting of the Board of Fire Commissioners, held at Headquarters on June 18, 2020, to order at 6:00 p.m. Commissioners Wilson, Bunko, Moise, and Kanute were present. Vice Chairperson Shanley-Buck arrived at 6:02 p.m. Also, in attendance were Chief Butler and Assistant Chief Paul.

Roll Call

Pledge of Allegiance

A moment of silence of for the passing of all members and their loved ones lost recently

MOTION: by Kanute, seconded by Moise, to approve the May 21, 2020, regular meeting minutes as circulated. Motion carried unanimously.

MOTION: by Moise, seconded by Kanute, to approve payment of bills for February through May, in the amount of \$67,359.34. Motion carried unanimously.

Secretary's Report:

A memo from Chief Butler recommending a transfer to the Utilities account

A memo from Chief Butler recommending a carry forward request for Emergency Services Consulting to fiscal year 2020-2021

CHIEF'S REPORT:

Chief Butler discussed the following:

- The department is still using response matrix adapted due to COVID-19
- The town's directive is that there will not be any in person meetings until September 5, 2020
- The department has purchased PPE and sanitizing products; thank you to former commissioner Christopher Robertson for facilitating the purchases
- The town is open but limiting the interactions with the public
- The budget year is near its end
- The overtime expenses did not exceed the budget
- The data collection for the master plan is 80%-90% complete
- All stations had landscaping done to improve their outside appearance
- Multiple building maintenance issues were done along with appliance replacements
- The new gear washer at Company 3 has been installed
- The tanker truck has been sent back to the manufacturer for repairs and has not been accepted by the department
- R3 and the Decon Trailer has been given to East Granby Fire Department
- E22 has a potential buyer

- All equipment is being evaluated to determine the cost of upkeep versus their usefulness
- The apparatus replacement five-year plan has been updated and sent out to the Board
- There will be a policy change eliminating the use of private vehicles to respond to the scene
- A directive stating that only dispatched vehicles are to respond to the scene has gone out; the incident commander will request additional vehicles if needed
- There will not be a probationary class starting in July
- A train-the-trainer class will be held in July; one during a weekday night and another on a weekend
- The online training requested by a volunteer member was instituted with a June 30, 2020, deadline for completion and those not compliant will be put on administrative leave

The following are the current participation rate:

- 11 members – 0%
- 10 members – 1% - 24%
- 9 members – 25% -50%
- 5 members – 51% - 74%
- 2 members – 75% - 99%
- 12 members – 100%
- All members of the last probationary class have completed their hazmat training and the administration is looking for ways to make them eligible to respond
- Rope Rescue training will start up in August with two classes for volunteers

Commissioner Moise asked when the Firefighter I class would begin for the probationary class. Chief Butler reported that the current schedule is to start in August.

Vice Chairperson Shanley-Buck told of her approval for the vehicle replacement plan.

Commissioner Moise asked if there is any concern on the tanker depreciating while it is being transported back and forth from South Dakota. Assistant Chief Paul reported that they are in touch with the company for many issues.

ASSISTANT CHIEF'S REPORT:

Activities of the Southington Fire Department for the month of May 2020:

1. Fire Marshal's Inspections – 56
2. CRRS – 4
3. Reports to the State Fire Marshal – 154
4. Damage to property involved in fire - \$11,000.00
5. Damage to motor vehicles involved in fire - \$23,575.00
6. Other losses - \$5,000.00
7. Total - \$39,575.00

General Information

- Tanker 2 committee working with NEFEA of North Haven as well as UST/Spartan and our consultant on body issues with the unit; T-2 currently is back in South Dakota
- HQ Opticom is out of service, parts on order to repair
- Continuing to work with broker for the sale of E-22
- Fire Marshal's office is getting busy with inspections
- Fire Marshal's office has been busy the past three months with inspectable occupancies to create a master list
- Crews responded to a couple of serious MVA's over the past three weeks on the highway
- Equipment continues to be ordered/delivered
- Hose testing scheduled for September 9-10, 2020

Commissioner Kanute asked about the inventory of the smoke and carbon monoxide detectors. Assistant Chief Paul reported that currently there is a large amount in the inventory.

COMMITTEE REPORT:

Recruitment and Retention Committee – Commissioner Moise discussed the following:

- Plans to hold a meeting via WebEx in July
- Targeting recruitment for January 2021 probationary class
- Plans to reach out to Southington High to reschedule meeting with coordination with fire administration

Commissioner Kanute told of Principal Pepe's interest in rescheduling a meeting with the members.

Chairperson Wilson told of his research looking into Square Trade for a possible alternative website for the committee.

COMMISSIONS COMMENTS AND COMMUNICATIONS:

Commissioner Moise asked about the cost of overtime paid out for work on the master plan. Chief Butler reported that compiling data for the plan could not be done during regular business hours by the members who specialize in specific areas. Chief Butler reported that the overtime expense did not create a cost overrun in the account and there are expected expenses in the new year that have been budgeted for.

COMMUNICATIONS FROM THE PUBLIC: None

UNFINISHED BUSINESS: None

OLD BUSINESS:

MOTION: by Moise, seconded by Shanley-Buck, to table action on the proposed changes to the Rules and Regulations. Motion carried with four ayes and one nay.

NEW BUSINESS:

MOTION: by Kanute, seconded by Shanley-Buck, to approve requesting a transfer to the Utilities account. Motion was tabled unanimously.

MOTION: by Kanute, seconded by Moise, to approve requesting a carry forward request for Emergency Services Consulting to fiscal year 2020-2021. Motion carried unanimously.

MOTION: by Moise, seconded by Shanley-Buck, to approve a pay increase of 2.2% for the fire chief. Motion carried unanimously.

MOTION: by Bunko, seconded by Moise, to adjourn at 6:42 p.m. Motion carried unanimously.

Michael Bunko, Secretary
Board of Fire Commissioners