

NEWTOWN BOARD OF FIRE COMMISSIONERS

Special Meeting

Dodgingtown Fire Department

January 29, 2015

Commissioners Present: Bolmer, Cragin, Goosman, Jossick, Manna, Nezvesky and Whelan

Marshals Present: Clark, Frampton, Halstead and Ober

Chiefs Present: Ciaccia, Halstead, Murphy and Basso

Chairman Manna called the meeting to order at 7:00 p.m.

Chairman's Comments: None

Minutes:

MOTION: Goosman moved that the minutes of November 24, 2014 be accepted as presented.

Seconded: Nezvesky

Motion passed unanimously

MOTION: Goosman moved that the minutes of December 2, 2014, (Special Meeting) be accepted as presented.

Seconded: Jossick

Motion passed unanimously

Correspondence to BOFC

<u>Date</u>	<u>From/To</u>	<u>Subject</u>
1/20/15	James Gaston – Warden To Paul Mangiofico/cc: Manna	NH&L – Church Hill Road Legal Opinion and Resolution
1/13/15	Warden & Burgesses, Borough of Newtown	NH&L Special Permit
1/25/15	Raymond Nobes/Manna	EMS & Personal Protective Equipment Supplies

Correspondence from BOFC

<u>Date</u>	<u>From/To</u>	<u>Subject</u>
12/9/14	Manna/Tait	Hawleyville Command Vehicle Recommending Tasca Ford's Bid
1/8/15	Manna/Tait	Second half payment

Public Participation - none

Marshal's Report for the month of November

- Halstead reported there were 104 calls, 367 incidents, 381 hours worked.
 - Robin Hill-Sugar Street Site Review
 - SHES – Meeting regarding water line
 - 24 Hundred Acres Road – Insurance Info
 - 32 Cedar Hill Road – blasting permit
 - NH&L Siren Complaint
 - 12 Church Hill Road – Site Review
- Frampton
 - Fire Drill – Children's Adventure Center
 - Buttonshop Road – Investigate incident with mulch pile
 - 38 Taunton Lane – Alarm check
- Clark
 - Newtown Ambulance Table top

Marshal's Report for the month of December

- Halstead reported there were 93 calls, 392 incidents and 427 hours worked.
 - Review assessment tool for BOED
 - Fire Drill – municipal building
 - Zoning modification review – 7 and 9 Hi Barlow

- Frampton
 - Fire Drill – Children’s Adventure Center
 - Christmas inspection
 - Environmentalist tag sale – Turnberry Lane
 - Fire Drill – municipal building
 - Ricky’s – knox box key
- Clark
 - Poster Contest

MOTION: Cragin moved to approve DFM Clark’s request to purchase two gift cards for the winners of the poster contest.
 Seconded: Goosman
 Motion passed unanimously

COMMITTEE REPORTS

Combined Chiefs – Halstead reported:

On 1/21/15, met with Next-Gen regarding the new CAD system for dispatch. Will meet again in 3 to 4 weeks for a demo. Will meet with Bob Nute to go over protocols. A meeting will be set up with new ambulance Chief Mike Collins to discuss.

Truck – Jossick reported:

- DOT’s have been completed for Hawleyville, Botsford Fire and Rescue, and Dodgingtown.
- Jossick requires any fire apparatus responding to fire emergencies be DOT inspected by the BOFC’s vendor regardless of who makes repairs to the apparatus. This inspection is paid for by the town of Newtown within our operating budget.
- FM Halstead stated that Gowans hold trucks over the weekend when they take them in for service on Friday’s, and that this is not acceptable. Jossick did not agree that this was the situation, but will make every effort not to let this happen in the future.
- Knox boxes have been installed in various apparatus.

Hydrant – Whelan reported.

- Suppression tank on Ridge Valley Road has been repaired.

Budget – under Old Business

No reports for:

Policies and Procedures
 Radio
 Hydrant

Purchasing Agent Report

(See attached report)

Old Business:

Discussion and Action on amending the 2015-2016 Proposed Budget

Nezvesky reported:

- The Budget Committee will meet next Monday with the Selectman to go over the amended budget with a reduction of \$31K.
- The Budget Committee may have a difficult time getting a capital increase.
- It was suggested that the RIP (Response Improvement Plan) be made into two separate line items (one daytime driver and a pay-per call driver line item).

MOTION:

Nezvesky moved that the BOFC accept the reduction of \$31K from the current, proposed budget as follows:

- Employee Benefits – Response Improvement Plan in the amount of \$26K.
- Fire House Maintenance in the amount of \$5K.

- Thus the amended budget in the amount of \$1,252,614 be accepted.

Seconded: Goosman

Motion passed unanimously

- Manna predicts that BOFC will see more cuts at the Board of Selectman level. We need to substantiate why increases are needed. Manna advised the Budget Committee that solid back up is needed to justify a 2.6% budget increase.
- Burton suggests to Nezvesky to bring in as much detail as possible.
- The final, revised budget needs to be distributed to the Chiefs by Nezvesky.

Police Department Representative:

Jason Franks has been chosen as the liaison between the police and fire departments pending successful completion of the DFM class.

MOTION:

Goosman moved that the BOFC authorize Jason Franks to take the DFM Class and be appointed DFM on his successful completion.

Seconded: Bolmer

Motion passed unanimously

New Business

EMS Supplies

Manna recommended that we buy to the appropriate level for first responders/firefighters and keep enough inventory supplied. After further discussion, it was decided the supply list be sent to the Chiefs for their review, as well as the Chief of the Ambulance Corp. This topic will be discussed at next month's meeting.

Hawleyville's SCBA

Burton reported that we have a bill for \$14,295 for two SCBA's from Shipman's that were delivered to Hawleyville. Hawleyville said they did not order the two extra SCBA's. One will be sent back for credit and one will be kept as it is in Hawleyville's budget.

Charter Revision Recommendation – 4-50 Section E

Manna will send correspondence to the Charter Revision Commission stating that no changes to this section are recommended by the BOFC.

Training Requests

MOTION:

Goosman moved to accept the following training request:

Dodgingtown in the amount of \$2,094.38 for FF1 expenses for Belorit and Hassan.

Seconded: Jossick

Motion passed unanimously

MOTION:

Nezvesky moved to accept the following training request:

Botsford and Rescue in the amount of \$200 for CPR Recert for members and \$875 for EMR Recert for members.

Seconded Jossick

Motion passed unanimously

MOTION:

Whelan moved to accept the following training request:

Sandy Hook in the amount of \$1,400 for Q license Training for 7 firefighters and \$376.11 for training supplies.

Seconded: Nezvesky

Motion passed unanimously

There being no further business, the meeting adjourned at 8:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Terry Hennessey". The signature is written in a cursive style with a large, looped initial "T".

Terry Hennessey
Secretary

NEWTOWN BOARD OF FIRE COMMISSIONERS

PURCHASING AGENT REPORT

January 2015

For month of November/December:

- 77 Hours worked
- 77 Emails were received
- 39 Emails were sent
- 27 Purchase Orders were issued
- 90 Phone calls/texts from departments & vendors

All Capitol items have been ordered with the exception of one outstanding item for Dodgingtown, which is being decided on by Chief Murphy, and two items for Hawleyville which are on the Agenda.

Hose Testing has been totally completed. Fail Safe came to town in December and finished the remaining Botsford trucks that were not completed in the first round.

I met with Rob to go over past year's spending history

We have incurred a charge on our electricity bill due to a program that was started at Dodgingtown. Someone authorized a CL&P loan in the Town's name to fund an energy program which will be distributed over 31 months at a cost of \$177.16 per month. The Board's total share in this is \$5492 which is not budgeted in our current budget or in the proposed one.

Response Improvement Program records were processed for the second quarter and distributed. 1099's for the 2014 calendar year were also distributed. As a reminder, Town employees who respond to daytime calls should have those calls logged in the '# calls no pay' column on the spreadsheet.

I am investigating a leaking issue on Sandy Hook's Boiler. This boiler was installed in May 2009 using Town funds as part of the BOFC's boiler replacement program. McKenney Mechanical, who installed the boiler, came out and found the front boiler section was cracked. They gave an estimate to repair the unit of \$8786. I am investigating to see how much if any of the manufacturer's warranty is left, however we are looking at an expensive repair that will need to be addressed somewhat quickly.
