



BOARD OF FIRE COMMISSIONERS
TOWN OF NEWTOWN

BOARD OF FIRE COMMISSION MINUTES
Regular Meeting of September 24, 2018 at 7:00 pm
Hawleyville Fire Dept. 34 Hawleyville Rd.. Newtown Ct. 06470

Open Meeting By: Pat Reilly, Chairman

Time: 7:00 pm

Commissioners Present: Pat Reilly, Bob Kick, Ron Bolmer, Bill Brunetti, Tim Whelan, Jay Nezvesky,
Absent : Tim Gies

Marshal's Present: Rich Frampton, David Ober, Jamilynn Zapata, Steve Murphy

Chiefs Present: Bill Halstead, Chris Ward, John Basso, Steve Murphy, Andrew White

Chairman's Comments: None

Approval of Minutes: Minutes from August 27, 2018 & September 17, 2018
moved to accept: by Pat Reilly
Seconded by: by Jay Nezvesky
Motion passed unanimously

Correspondence to the Board: Bob Tait email- to use Newtown Business Directory (NBD) on quotes and pricing. Attachment #1

Correspondence from the Board: None

Public Participation:

*Pat Reilly made a motion to add to the agenda- Nominations for BOFC Chairman and Vice Chairman

Seconded by Jay Nezvesky

Passed unanimously

*Tim Whelan made a motion to add to the agenda: Sandy Hook, Botsford and Dodgingtown – See if out of pocket expenditures for new tankers can be reimbursed. These items were deleted by Tanker Committee but very much needed.

Seconded by Jay Nezvesky

Passed unanimously

*Bill Brunetti mad a motion and seconded by Bob Kick

Passes unanimously to add to agenda purchasing (by BOFC) Hook & Ladders On Spot Chains for Engine 111.

Marshal's Report: Fire Marshal Rich Frampton gave report in the absence of Fire Marshal Rich Frampton-
see attachment #2

Marshal's Remarks:

*Rich talked about our office conducting several Fire extinguisher training sessions and we have another planned for Town of Newtown Employees)_ OSHA sited several departments that had extinguishers.

*Poster Contest coming up starting in October and will present one 4th grade winner and one 5th grader winner with a \$100.00 Gift Cert.

Combined Chiefs: No Report But meeting set up for October 16, 2018 Dodgingtown 6:30pm talking to Water Company and First Light

Purchasing Agent- Steve Murphy said hose testing will be on October 16th, 17th & 18 that Sandy Hook as done in prior years.

Reports from Standing Committees:

- Policy & Procedures Committee: Bob Kick handed out a packet and explained each item that the committee reviewed. Please review for next month's meeting for discussion and possible action. Please see attached Packet **Attachment #3**
- Radio & Hydrant Committee: Hydrant Inspection from Mike McCarthy inspected 18 dry hydrants, found a variety of issues ranging from minor to major-**Spread Sheet attachment # 4** Several need service, Currituck/Kenan OOS. Will review list and make recommendation for October Meeting. Mike McCarthy explained with some detail about the dry hydrants. Steve Murphy talked about the Hydrant account –paying money out for of the account for parts and repairs.
Mike will come back to the October meeting with some prices for the larger repair issues.

Radios- Radios for Tankers are in and Tanker 9 is going for the install Tuesday 9/26/18 (there was an opening), then will do Botsford and Dodgingtown Tankers soon.

- Truck Committee: 442 is going to Tracy's for a problem
John Basso told Tim Whelan tonight 331 has a couple issues and will be taken care of.
Tim Whelan also received a check in the amount of \$16,575.00 for the sale of Tanker 9. Will give to finance 9/26/18.
- Budget Committee: Jay Nezvesky emailed the Chiefs and Fire Marshal the budget template, alone with the last 3 years. Only do the capital and the items that vary. Please have the completed budget back to him by the next meeting. October 15, 2018
10 year CIP- Did very well, didn't get everything but did well. With Hawleyville's Tanker, a pumper, Ladder trucks, and generators in the last year. Gear and air pack- they said they will put \$50,000 a year in non-reoccurring capital. This is at the BOS- still needs to go through the process.
- NUSAR : Did the inspections as stated in Hydrant Committee

Radio Sub Committee: No news - Selectman left it in the 10 year- (Year 2) is \$4.3 million (Year 3) is \$2.5 million Total \$6.8 million.

Tanker Sub Committee: The 3 tankers came in last week, they accepted Tanker 9 and Tanker 559 and paid for them. Tanker 229 did not meet the spec and did not meet the clearance as previously discussed, so it was returned to the factory. 4 Guys has some very quick answers as to the fix for the problem and felt they could have it returned this week. They are working on scheduling for the fit up of the 3 trucks. Tanker 229- was tested in the bay filled and empty. Front angles fit with no issues, the rear angle fit but was too tight for comfort. It will be remedied.
Are the trucks Registered and insured? Tim said the truck are insured and not registered yet- Tim asked Bill McCarthy if the town mounted the equipment themselves- to get reimbursement. Bill McCarthy will contact 4 Guys and talk to them.

Old Business:

New Business:

*letter sent by Chief Ward- **attachment #5** Purchase of the on spot changes request by Hook & Ladder to be paid by the Board.

Tim Whelan made a motion that the board by the chains for \$1720.00 and the Town install them

Seconded by: Jay Nesvesky

Passed unanimously

*Nominations for Chairman and Vice Chairman

Bob Kick nominated Pat Reilly for Chairman-

seconded Jay Nesvesky

Passed unanimously

Bill Brunetti nominated Tim Whelan for Vice Chairman

Seconded by Bob Kick

Passed unanimously

No other nominations

Closed floor for nominations

*Reimbursement for the 3 tankers of out of pocket items that were cut by tanker committee

Sandy hook \$8100, Botsford \$11,000 Dodgingtown \$2,000 for items thought to be on the tankers at delivery, but were cut to keep them in budget.

After much discussion it was decided to look at the balances of this budget in February or March 2019 to see if there is any money left in any of the accounts to reimburse the fire companies.

Fire Companies to come up with an itemized list to go by.

*Annual Dinner- Newtown Country Club, TUESDAY October 23, 2018 \$30.00p/p, Cash Bar, Buffett, Nancy will send out reminder and look for RSVP- All invited, commissioners, Chiefs, Truck Committee and spouses.

Pat Reilly made a motion approve Botsford's new Fire Police member

Seconded by Jay Nezvesky

Passed unanimously

Pat Reilly will send a letter to the Town Clerk to swear in Botsford Fire Police Greg Miller.

There being no further business the meeting adjourned at 7:43.

Respectfully submitted,

Nancy Schreiner, BOFC Clerk



Nancy Schreiner <nancy.schreiner@newtown-ct.gov>

Newtown Business Directory

1 message

Robert Tait <robert.tait@newtown-ct.gov>

Fri, Aug 3, 2018 at 2:59 PM

To: Fred Hurley <fred.hurley@newtown-ct.gov>, Arlene Miles <arlene.miles@newtown-ct.gov>, James Viadero <james.viadero@newtown-ct.gov>, Rob Sibley <rob.sibley@newtown-ct.gov>, George Benson <george.benson@newtown-ct.gov>, Christal Preszler <christal.preszler@newtown-ct.gov>, Amy Mangold <amy.mangold@newtown-ct.gov>, Carl Samuelson <carl.samuelson@newtown-ct.gov>, Mary Kelley <mary.kelley@newtown-ct.gov>, Marilyn Place <marilyn.place@newtown-ct.gov>, Susan Marcinek <susan.marcinek@newtown-ct.gov>, Karen Szilagyi <karen.szilagyi@newtown-ct.gov>, Leslie Muldoon <leslie.muldoon@newtown-ct.gov>, Debbie Halstead <debbie.halstead@newtown-ct.gov>, Lereine Frampton <lereine.frampton@newtown-ct.gov>, Sheila Cole <sheila.cole@newtown-ct.gov>, Penny Mudgett <penny.mudgett@newtown-ct.gov>, John Poeltl <john.poeltl@newtown-ct.gov>, Steve Murphy <steve.murphy@newtown-ct.gov>, Nancy Schreiner <nancy.schreiner@newtown-ct.gov>, Jennifer Crane <jennifer.crane@newtown-ct.gov>, Al Miles <al.miles@newtown-ct.gov>
Cc: Dan Rosenthal <dan.rosenthal@newtown-ct.gov>

Starting now, whenever a department has to do a quote for goods, services and materials a department is required to pick two Newtown businesses from the directory and include them in the quote.

Link to directory is:

<http://newtown.org/business-directory/business-directory/>

If you highlight the link and right click on it you will be able to go there.

To indicate that you have done this, in the requisition description field, at the end of your description put "NBD". I'll be looking for this when I approve requisitions.

We will be improving this program as time goes on. Especially when the new purchasing agent gets on board.

Please pass this on to all employees that purchase for your department.

thanks,

Bob

AUGUST 2018

NEWTOWN FIRE MARS MONTHLY CALL REPORT

Rich Frampton
Fire MarshalATTACHMENT #2
(2 pages)

ALARMS	30	STRUCTURE			
ANIMAL RESCUE	0	8/8/2018 29 Chestnut Hill Rd. (lightning)	50,000.00		
ELECTRICAL WIRES/ TREES ON WIRES	13				
BRUSH	2				
CONTROLLED/ILLEGAL BURNING	2	VEHICLES			
C.O. DETECTOR	8				
FALSE CALLS	0				
HAZ-MAT	7				
MUTUAL AID	0				
STRUCTURES	1				
RESCUE	2	APPLIANCE			
EMS/MEDICAL	19				
SERVICE/GOOD INTENT	2				
SMOKE/ODOR SCARE	10				
VEHICLES	0	OTHER			
EXTRICATION	0				
MVA	19				
WATER EVACUATION/PUMP OUT	2				
CHIMNEY	0				
OTHER-(TREE ON HOUSE)	0				
PUBLIC SERVICE	5				
APPLIANCE	0				
TOTAL	122	TOTAL	\$50,000		
		FIRE COMPANY RESPONSE TOTALS	MONTH	YTD	
		5130	NEWTOWN HOOK & LADDER	41	480
		5131	BOTSFORD FIRE RESCUE	34	269
		5132	DODGINGTOWN FIRE	16	166
		5133	HAWLEYVILLE FIRE	20	211
		5134	SANDY HOOK VOL. FIRE & RESCUE	62	524
				173	1650

Fire Company's Calls 122

The Fire Marshals had 394 incidents and 416 Hours worked.

Permits: 0 blasting \$0.00., 2 tanks \$40.00, 0 burn\$ 0, 1 reports \$5.00 Total \$45.00

8



1. $\frac{1}{2} \log \frac{1}{2}$

9/24/18

Chairman Reilly,

Commissioners Whelan, Geis and I met to review the BOFC SOP's and suggest the following for consideration by the full BOFC.

No substantive change, just dates.

1. Newtown BOFC alcohol and substance abuse policy.
2. Tax abatement for volunteer fire, ambulance and underwater rescue personnel. Note Newtown Ambulance must be contacted to budget for their portion of the premiums for their respective members.
3. DOT truck inspections.
4. Factory visits
5. Training funds
6. SOG 1 Secure hose storage
7. SOG 2 Driver training
8. SOG 3 Response in privately owned vehicle
9. SOP 4 Emergency vehicle response guidelines

Substantive change

1. Food reimbursement policy dated Oct 19 2009 - suggest replacing with Town of Newtown Policy APPM 900.1 Travel Expenses
2. BOFC policy for pick up's and/or SUV's - request to delete

With approval of the Chairman I would suggest that members review the attached procedures and their suggested changes and vote in the October meeting.

Bob Kick

#3

Newtown Board of Fire Commissioners Alcohol and Substance Abuse Policy

Fire department members are not permitted to be on duty, to respond to emergency incidents, to drive or operate fire department vehicles, nor to perform any other duty-related functions while under the influence of alcohol or drugs. The fire department is defined as the Newtown Hook & Ladder Company #1; Dodgingtown Fire Company No. 1, Inc., Hawleyville Volunteer Fire and Rescue Department, Sandy Hook Fire & Rescue Company, Botsford Fire Rescue, Fire Marshals, and any future volunteer fire departments located in Newtown.

The driver and officer in charge of any fire department vehicle that is involved in an accident that cause measurable property damage, injury or death, the driver shall be tested for the presence of alcohol or drugs with the least possible delay.

Contact must be made to the Chairman of the Board of Fire Commissioners.



Robert Manna
Chairman, Board of Fire Commissioners

Adopted July 27, 2015

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Article VI. Tax Abatement for Volunteer Fire, Ambulance and Underwater Rescue Personnel

[Adopted 5-2-2001 (Ord. No 79); amended in its entirety 11-16-2011]

§ 208-19. Purpose.

In recognition of the benefits provided to the Town of Newtown by the dedicated service of the Town's volunteer fire, ambulance and underwater search and rescue personnel, the Newtown Legislative Council hereby establishes an assessment exemption program pursuant to Connecticut General Statutes § 12-81w for volunteer fire, ambulance and underwater search and rescue personnel on the conditions outlined below.

§ 208-20. Eligibility.

Members of at least three years' good standing of the Newtown Volunteer Fire Departments, Ambulance Corps and Newtown Underwater Search and Rescue (NUSAR) who reside in and pay property tax to the Town of Newtown as of October 1 preceding their application shall be eligible for such exemption. A year's service in good standing is achieved when meeting at least one of the following criteria:

- A. The member must respond to a minimum of 25 calls in the calendar year preceding inclusion on any certified list; or
- B. The member must hold one of the following positions in the emergency services:
 - (1) Administrative/Executive board.
 - (2) Commissioner.
 - (3) Line officer/operational officer.
 - (4) Support member, per company or association bylaws.

§ 208-21. Administration.

- A. Annually on or before December 5 of each year, the president of each Fire Department shall certify and submit to the Board of Fire Commissioners a list of the members of his/her organizations who are eligible as defined in § 208-20. This list shall contain addresses of such members and the exemption

amount for which each member is eligible. The Board of Fire Commissioners will review and certify said list, making corrections as necessary, before submitting it to the Office of the First Selectman (for forwarding to the Town Assessor) by December 15 of each year.

B. The Ambulance Association shall review and certify the Ambulance Corps list, and said list shall contain addresses of such members and the exemption amount for which each member is eligible as defined in § 208-20, and submit it directly to the Office of the First Selectman (for forwarding to the Town Assessor) by December 15 of each year.

C. Annually, on or before December 15 of each year, the President of NUSAR shall certify and submit to the Director of Newtown Emergency Management its own list of members who are eligible as defined in § 208-20. The Director will review and certify said list, making corrections as necessary, before submitting it directly to the Office of the First Selectman (for forwarding to the Town Assessor) by December 15 of each year.

§ 208-22. Exemption schedule.

Exemption against assessed values with respect to property taxes (which shall be applied first to any real property the recipient may own before being applied to personal property) shall be applied to the July 1 installment tax bill in accordance with the following:

A. Exemption schedule.

Years of Service in Good Standing (preceding date of list certification)	Amount of Exemption
3	\$250
4	\$440
5	\$675
6	\$860
7 or more	\$1,000

B. Assessed exemption amounts for two or more members can be applied to the same property if each member is a co-owner of that property.

C. A member who has a break in service may subsequently return to service and in such case shall be entitled to have former qualifying years counted towards benefits under this schedule.

§ 208-23. Maximum relief.

- A. In no event may any exemption amount equate to more than the maximum amount of relief permitted under state statute, and if so, the Assessor may cap the total relief afforded to any individual to the permitted maximum.
- B. Members are limited to only one exemption, regardless of the number of volunteer organizations to which they belong.

§ 208-24. Adjustments.

The Legislative Council may adjust the level of tax relief for qualified individuals, on or before May 1 of each year, by majority vote at a regular meeting of the Council, such adjustment to take effect for the current Grand List.

TOWN OF NEWTOWN
NEWTOWN, CONN.



**BOARD OF FIRE
COMMISSIONERS**

Newtown Board of Fire Commissioners
Policy – D.O.T. Truck Inspections
Effective – February 22, 2010

In an effort to insure the safety of Newtown's firefighters, and to protect the Town of Newtown and the Board of Fire Commissioners from the expenses associated with the operation of substandard fire apparatus, the following policy shall apply to the operation of any fire response vehicle in Newtown:

- If any fire apparatus owned by the Town of Newtown fails a State of Connecticut Department of Transportation annual inspection, the fire apparatus shall be taken out of service. The fire apparatus shall be out of service until all specified repairs are completed, and the fire apparatus passes re-inspection.
- If any fire apparatus owned by an individual fire department fails a State of Connecticut Department of Transportation annual inspection, the fire apparatus shall be taken out of service. The apparatus shall be out of service until all specified repairs are completed and the fire apparatus passes re-inspection. This shall be at the individual fire department's expense.


Kevin A. Cragin
Chairman

2/22/2010
Date

TOWN OF NEWTOWN
NEWTOWN, CONN.



**BOARD OF FIRE
COMMISSIONERS**

Newtown Board of Fire Commissioners
Policy – Factory Visits
Effective – February 22, 2010

- The purchase and/or refurbishment of any fire apparatus by the town of Newtown will be overseen by the Board of Fire Commissioners.
- All trips to factories that are covered by contract for preconstruction, progress, or final inspections must be accompanied by a member of the Board of Fire Commissioners Truck Committee.

In the event that a Board of Fire Commissioners Truck Committee member is unable to attend a scheduled meeting, the precedent will be that the Chairman of the Board will appoint an alternative Fire Commissioner to attend the meeting.

In the event that no Commissioner is able to attend, the trip will be rescheduled.


Kevin A. Cragin
Chairman

2/22/2010
Date

TOWN OF NEWTOWN
NEWTOWN, CONN.



**BOARD OF FIRE
COMMISSIONERS**

Newtown Board of Fire Commissioners
Policy – Training Funds
Effective – October 19, 2009

- Training funds shall not be used to purchase capital items.
- These items will need to be requested under the individual department's capital account.
- This shall not preclude the purchase of training aids such as books or videos with training funds, provided these items fall under the [current dollar cap for a capital item.]


Kevin A. Cragin
Chairman

10/19/09
Date

SECURE HOSE STORAGE

SOG 1

All Hose Storage areas shall be equipped with a positive means to prevent unintentional deployment of the hose from the top, sides, front and rear while the apparatus is underway in normal operations.

The following methods of securing hose, nozzles and appliances in place are recommended but not limited to:

Fully enclosed & secured hose bed covers

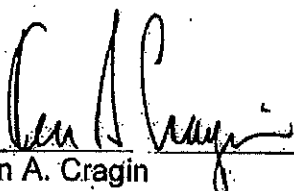
Buckled straps

Fabric covers

Webbing Mesh

Wind Deflectors.

Accepted


Kevin A. Cragin
Chairman
Board of Fire Commissioners

7/27/06

DRIVER TRAINING SOG 2

All Emergency Vehicle Operators, Regardless of Age, Experience or Maturity, need to be trained to understand the laws and legal liabilities associated with operating an emergency vehicle. To meet this goal all new emergency vehicle operators will successfully complete an emergency vehicle driver-training program that includes the following:

1. Minimum of 4 hours of classroom training concentrating on defensive driving, legal aspects of emergency vehicle operations, physical dynamics and review of the Company's SOG for emergency response.
2. Minimum of 10 hours of documented behind the wheel training for each type of vehicle.
3. Each new driver will have a final road test with a qualified officer.

Re-training:

All qualified drivers will receive annual retraining that includes the following:

1. Annual classroom refresher that focuses on defensive driving, legal aspects of emergency vehicle operation, physical dynamics and review of company SOG's on emergency vehicle response.
2. Behind- the -wheel re-training and /or re-certification every 3 years.

Driver re-training from suspension of privileges and/or to active status for more than 6 months shall be required to re-certify on all apparatus previously qualified on.

Accepted _____

 7/24/06
Kevin A. Cragin
Chairman
Board of Fire Commissioners

RESPONSE IN PRIVATELY OWNED VEHICLES SOG 3

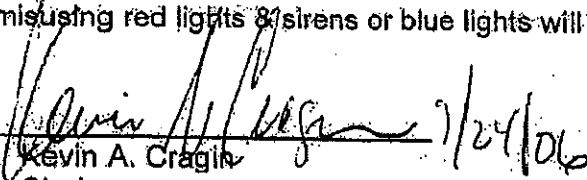
Volunteers who respond to Emergencies in their own vehicles must understand that, first and foremost, they must arrive at the scene or station in order to be of any help to the public.

Volunteers responding to emergencies in their privately owned vehicle must adhere to the following SOP:

1. Volunteers responding in personal vehicle must obey their state motor vehicle code with respect to courtesy light and siren privileges.
2. Courtesy lights must not be used by volunteers as a license to operate their personal vehicles as if they are emergency vehicles. All courtesy lights should be approved by their chief of the department and a written permit issued. The permit should include the "rules of the road" that apply.
3. Volunteers responding in personal vehicles should never exceed the posted speed limit.
4. Volunteers responding in personal vehicles should come to a complete stop at all stop signs and red traffic signals and must wait for normal right of way before proceeding.
5. Procedures for at the scene parking/staging should be included in all SOPs.
6. Individual volunteers must have personal liability limits that protect not only the volunteer but also your organization.
7. Annually all volunteers shall produce a valid drivers license and proof of insurance.
8. Annually a motor vehicle report on all volunteer drivers will be requested thru the Connecticut Motor Vehicle Department.

Volunteers misusing red lights or sirens or blue lights will have their permits revoked.

Accepted


Kevin A. Cragin

Chairman

Board of Fire Commissioners

7/24/06

The following Safety Guidelines will be adhere to by all firefighters operating Emergency Vehicles.

1. Circle of Safety:

Prior to entering the cab and starting the vehicle, the emergency vehicle driver shall make a circle of safety around the vehicle to see that all equipment is secured, that all compartment doors are securely closed and any physical obstructions moved out of the way. During the circle of safety the emergency vehicle driver shall encircle the vehicles and visually inspect all 4 sides and the top of the vehicle before entering the cab. He/she should also verify right side and rear clearance with the person riding in the officer position. This shall be conducted prior to moving the vehicle regardless of whether or not the vehicle is about to leave on an emergency or non-emergency.

2. Warning devices and true emergencies:

When responding to a true emergency (*The definition of a true emergency is a situation in which there is a high probability of death or serious injury to an individual or significant property loss; and actions by an emergency vehicle driver may reduce the seriousness of the situation.*), All audible and visual warning devices will be operated at all times regardless of time of day and/or traffic conditions. All emergency vehicle driver's must understand that warning devices are not always effective in making other vehicle operators aware of your presence. Warning devices only request the right-of-way, they do not insure the right-of-way.

3. Vehicle control and right-of-way:

All drivers shall attempt to maintain control of the vehicle that they are operating in such a manner as to provide the maximum level of safety for both their passengers and the general public. Emergency vehicle drivers should always be aware that the civilian vehicle operators may not react in the manner in which is expected or felt to be appropriate. An attempt should be made to have options available when passing or overtaking vehicles. If another vehicle operator fail to yield the right of way to an emergency vehicle, the emergency vehicle driver can not force the right of way, nor can you assume the right of way, therefore you do not have the right of way until the other vehicle yields to you.

The emergency vehicle driver shall be aware of his/her rate of closure on other vehicles and pedestrians at all times to make sure that a safe following distance is established and maintained. All drivers shall follow the rule for safe following distance and allow 1 second of following distance for every 10 feet of vehicle length for speeds under 40 mph and add 1 additional second for each 10 mph for speeds over 40mph.

4. Response speeds:

When responding to a true emergency only, drivers shall operate the vehicle they are driving at as close to the **posted speed limit** as possible, but not to exceed ten (10) miles per hour over the posted speed limit, conditions permitting. Examples of conditions requiring slower response speeds include but are not limited to;

- Slippery road conditions
- Inclement weather
- Poor visibility
- Heavy or congested traffic conditions
- Sharp curves

5. Intersection Practices:

Extreme care should be taken when approaching any intersection as intersections are the locations responsible for a large percentage of major accidents involving emergency vehicles. Drivers are required to practice the organizations intersection operating guidelines during all emergency responses.

Uncontrolled intersections

Any intersection that does not offer a control device (stop sign, yield or traffic signal) in the direction of travel of the emergency vehicle or where traffic control signal is green upon approach of the emergency vehicle all emergency vehicle drivers should do the following:

- Scan the intersection for possible hazards (right turns on red, pedestrians, vehicles traveling fast etc.). Observe traffic in all 4 directions (left, right, front, rear)
- Slow down if any potential hazards are detected and cover the brake pedal with the drivers foot.
- Change the siren cadence not less than 200' from intersection
- Avoid using the opposing lane of traffic if at all possible.

Emergency vehicle drivers should always be prepared to stop. If another vehicle operator fails to yield the right of way to an emergency vehicle, the emergency vehicle driver can not force the right of way, nor can you not assume the right of way, therefore you do not have the right of way until the other vehicle yields to you.

Controlled intersections

Any intersection controlled by a stop sign, yield sign, yellow traffic light or a red traffic light requires **Prudent Action** by the emergency vehicle driver. The following steps should be taken:

- Do not rely on warning devices to clear traffic
- Scan the intersection for possible hazards (right turns on red, pedestrians, vehicles traveling fast etc.) as well as driver options
- Begin to slow down well before reaching the intersection and cover the brake pedal with the drivers foot, continue to scan in 4 directions (left, right, front, back)
- Change the siren cadence not less than 200' from intersection
- Scan intersection for possible passing options (pass on right, left, wait, etc.) avoid using the opposing lane of traffic if at all possible.
- If all visible traffic in all lanes can not be accounted for, the driver should bring the vehicle to a complete stop. If the driver proceeds past a control device with a negative right-of-way without coming to a complete stop, both the driver and officer should be required to complete an incident report providing an explanation of the circumstances that permitted them to do so
- Establish eye contact with other vehicle drivers; have partner communicate all is clear; reconfirm all other vehicles are stopped
- Account for traffic one lane of traffic at a time treating each lane of traffic as a separate intersection

Railroad intersection

At any time an emergency vehicle driver approaches an unguarded crossing he/she shall bring the apparatus or vehicle he/she is operating to a complete stop before entering the grade crossing. In addition the emergency vehicle driver shall perform the following prior to proceeding:

- Turn off all sirens and air horns
- Operate the motor at idle speed
- Turn off any other sound producing equipment or accessories
- Open the windows and listen for a train's horn

6. **Non-emergency response:**

When responding to a call in a non-emergency response mode or normal flow of traffic (non-code 3 or when not responding to a true emergency) the vehicle will be operated without any audible or

visual warning devices and in compliance with all state motor vehicle laws that apply to civilian traffic. At no time should any emergency vehicle be operated during response with only visual warning devices.

7. Ordinary travel procedures:

All drivers shall obey all traffic laws and traffic control devices when driving any fire department vehicle under ordinary travel conditions. Any driver observed breaking any traffic laws or driving any vehicle in an aggressive manner will be subject to disciplinary action including, suspension of driving privileges.

8. Riding policy:

The department requires all persons riding on fire apparatus to be seated in approved riding positions and be secured to the vehicle by seat belts when ever the vehicle is in motion. The emergency vehicle driver and /or the person riding in the officer position shall verify that all personnel are properly seated and in seat belts before the vehicle is moved. Standard communication signals should be formulated and utilized by all personnel.

The department prohibits the riding on tailsteps, sidesteps, running boards, or any other exposed position. Personnel who perform emergency medical care while is in motion should be secured to the vehicle by a seat belt or harness designed for occupant restraint.

9. Backing:

The department recognizes that backing emergency vehicles is made hazardous by the fact that the driver cannot see much of where he/she intends to go. The department recommends that whenever possible drivers should avoid backing as the safest way to back up a vehicle is not to back up at all. When it is necessary to back up any departmental vehicle all drivers shall follow one of the following measures would be taken.

- The department's first choice of backing procedures is that before any vehicle is put into reverse and backed that a spotter be put in place near the rear of the vehicle. The spotter should be safely positioned so that the emergency vehicle driver can see them at all times. If at any time the emergency vehicle driver loses sight of the spotter, he/she shall stop immediately until the spotter makes himself/herself visible again.

TOWN OF NEWTOWN
NEWTOWN, CONN.



**BOARD OF FIRE
COMMISSIONERS**

Newtown Board of Fire Commissioners
Policy – Food Reimbursement
Effective – October 19, 2009

- Meals and food will not be a reimbursable expense for out of town training.
- This will not apply to fire companies that elect to feed their participants during drills at their respective stations.



Kevin A. Cragin
Chairman

10/19/2009

Date

Policy Number: APPM 900.1

Policy Name: Traveling Expenses

There is great value for the Town of Newtown when employees attend conferences, training seminars, and other events of interest. These events contribute to continuous learning and development, and better equip employees to deal with the wide range and in-depth issues facing municipalities. The purpose of this policy is to ensure that there are established procedures in place to provide for the payment or reimbursement of expenses incurred by those attending.

Each Department may allocate a part of their annual budget for attendance of said events. Allocations not used during the fiscal year, cannot be accumulated or carried over into subsequent budget years.

Authorization to Incur Expenses

All events, prior to planning should be pre-authorized by the Department Head. Events should be necessary, directly related to the employee's position, and a direct benefit to the Town of Newtown. To receive pre-authorization an employee should prepare a full detailed explanation of the event, why they would like to attend, a proposed budget, and any supporting documentation.

Funds for Traveling

Employees traveling on official business will provide themselves sufficient funds for all routine travel expenses or may request a Town of Newtown Purchasing Card (PCard). Advances of fund for travel shall be made only for extraordinary travel. When an employee uses a PCard for payment, they should not assume all payments are approved until receipts are received and reviewed by the Finance Department. In the event that a purchase is not approved, it is the expectation that the employee will reimburse the Town within 15 days of notification.

Transportation

Whether in-state or out-of-state, all employees should abide by the following to plan transportation arrangements:

When determining how to travel to your destination you may consider air, train, bus, town owned or personal automobile, taxi, ferry or subway. The most cost and time effective arrangements should be made.

Airline Travel – all airline tickets must be purchased as far in advance to the event as possible to ensure the lowest cost possible. Employees will only be reimbursed for coach/economy seats. The Town will not be responsible for excessive charges related to baggage, upgrades, in-flight entertainment purchases, and headsets. In-flight food and non-alcoholic drink may be purchased and reimbursed but will be applied towards the daily meal expense limits.

rate is more than \$200 per day, further approval from the Department Head should be obtained prior to the confirmation of any reservations.

Incidental hotel expenses, such as (but not limited to) laundry, dry cleaning, service tips, and pay-per-view movies will not be reimbursed.

If a meal is included in the room rate, further reimbursement through the meal policy will be denied.

Food and Beverage

Employees will be reimbursed for meals according to the following schedule:

Breakfast – When travel begins at or before 6:00 a.m. on the first day of travel or extends beyond 9:00 a.m. on the last day of travel and for any intervening day.

Lunch – When travel extends over at least one night or if the employee is eligible for both the breakfast and dinner meals. If travel extends overnight, lunch may be reimbursed for those days where travel begins at or before 10:00 a.m. on the first day of travel, or extends beyond 2:00 p.m. on the last day of travel, and for any intervening days.

Dinner – When travel begins at or before 4:00 p.m. on the first day of travel or extends beyond 8:00 p.m. on the last day of travel and for any intervening days.

Meal expenses will be reimbursed at actual costs upon submission of appropriate receipts. Meal expenses should not exceed \$55 per day, at the following rates:

\$10.00 Breakfast

\$15.00 Lunch

\$30.00 Dinner

*Individual meal limits may be exceeded, as long as the \$55 daily total limit is not.

Under no circumstances will alcoholic beverages be reimbursed.

Conference Meals – Business related meals that are considered part of an event or conference can be paid with the registration fees; however, such meals must be deducted from the employee's daily allowance.

LAND PURCHASED FROM
THE INDIANS 1706

INCORPORATED AS
TOWNSHIP 1711

TOWN OF NEWTOWN
NEWTOWN, CONN.



BOARD OF FIRE
COMMISSIONERS

November 27, 2006

BOARD OF FIRE COMMISSIONERS POLICY FOR PICK UP'S AND/OR SUV'S

Town owned OIC vehicles

1. Trucks will only be used by Fire Department Personnel.
2. Trucks will be housed and used in Newtown only.
(Exceptions are training, service or pick up fire truck and/or equipment)

Kevin Cragin
Chairman BOFC

Bill McCarthy
Truck Committee BOFC



NEWTOWN UNDERWATER SEARCH & RESCUE
P.O.Box 3203
Newtown, CT 06470
Nusar.org

September 21, 2018

Dry Hydrant inspection report: Date inspected September 9, 2018

Inspection consists of the following,

Above ground: Paint condition, pipe condition, FD connection condition,
FD connection gasket condition and FD connection strainer screen.

Below Water: pipe condition, strainer and end flapper condition (some dry
hydrants have blind end caps), water over and under strainer, pipe
support condition (if any).

ALL dry Hydrants inspected could use re-painting (possible community service
project)

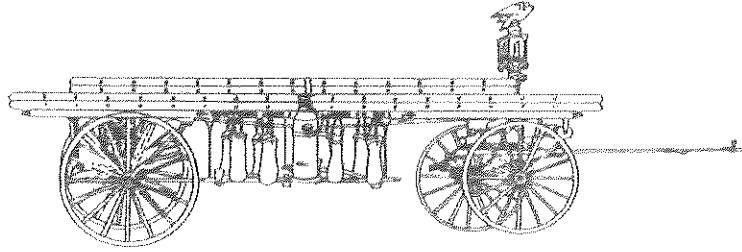
A total of 18 Dry hydrants were inspected on this date.

Be Safe

Chief Michael D McCarthy
203-788-2853
Chief@nusar.org

Dry hydrant #	Location	Fire District	water over	water under	above ground	underwater	comments
DH-1	Beaver Dam Road	Botsford	3 feet	2 feet	good	good	Brush around pond at dry hydrant could use some cutting back needs painting
DH-2	Castle Meadow Road	Botsford	4 feet	1 foot	good	good	needs painting
DH-4	Marlin Road	Botsford	10 feet	NA	good	NA	needs paint, strainer under 3"-4" size rip-rap access way 450 foot long needs brush removal and tree limbs raised, needs sign at road access to identify location
DH-10	Oak Ridge Road	Dodgingtown	3 feet	2 feet	good	good	needs brush clearing by FD connection for access to pond
DH-11	26 Hundred Acres Road	Dodgingtown	4 feet	1 foot	good	good	
DH-12	Birch Hill at Scudder	Dodgingtown	3 feet	2 feet	good	good	
DH-14	Ox Hill Road	Dodgingtown	4 feet	2 feet	good	good	
DH-16a	Rockridge Country Club main road	Dodgingtown	4 feet	0 feet	good	good	Strainer sitting on bottom of pond not covered by silt
DH-16b	Rockridge Country Club back drive	Dodgingtown	4 feet	1/2 foot	good	good	
DH-17	Pond View Road	Hawleyville	10 feet	1 1/2 feet	good	good	needs paint excessive lift from pond to FD connection
DH-18	North Ridge	Hawleyville	8 feet	1 1/2 feet	good	good	
DH-21	Mt Pleasant (Paynes Nursery)	Hawleyville	2 feet	1 1/2 feet	good	good	needs paint
DH-22	Georges Hill Road (Currituck end)	Hawleyville	3 feet	2 1/2 feet	good	good	
DH-23	Currituck at Keanen	Hawleyville	NA	NA	good	NA	12-16 inches of silt over strainer needs dredging and silt basket around strainer
DH-26	82 Castle Hill Road	NH&L	3 feet	1 foot	good	good	needs paint
DH-27	Taunton Lake Road at boat launch	NH&L	2 feet	1 foot	good	good	
DH-44	43a Dodgingtown Road	Dodgingtown	3 feet	1 foot	good	good	120 foot long lateral pipe could be a priming issue

State Chartered 1883



Newtown Hook & Ladder Co. No. 1, Inc.

P. O. Box 3911, Newtown, Conn. 06470 3911

9/24/18

To: BOFC Chair Reilly

Re: Engine 111 On Spot Chains

Chairman Reilly-

During the specification and build of Engine 111 a cost concern was the installation of On Spot chains. Electrical power, air lines, and necessary switching were installed by the manufacturer during the build but the actual On Spot chains were not included.

The former BOFC Chairman and Engine 111 truck committee member, Rob Manna, stated that the chains will be purchased from the BOFC tire and chain budget. The list price for On Spot chains is \$1720.00 not including the labor to install.

H&L is requesting that the BOFC purchase and have On Spot Chains installed on Engine 111 prior to the onset of the 2018-19 winter season.

Thanks

Tug Ward

Chief

Newtown Hook & Ladder

Cc: Tim Geis

Nancy Schreiner

Tim Whelan

Steve Murphy

[illegible]