



BOARD OF FIRE COMMISSIONERS  
TOWN OF NEWTOWN

BOARD OF FIRE COMMISSION MINUTES  
Regular Meeting of November 27, 2017 at 7:00 pm  
Hawleyville Fire Company, 34 Hawleyville Rd. Newtown Ct. 06470

Open Meeting By: Pat Reilly, Chairman

Time: 7:00 pm

Commissioners Present: Tim Whelan, Tim Gies, Pat Reilly, Jay Nezvesky, Bob Kick, Ron Bolmer,  
Bill Brunette, Sr.

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

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

Chairman's Comments:

- Chairman Reilly opened the meeting and wanted to take a moment to thank Rob Manna for the 5 years of service he gave to the board as Chairman.
- He also wanted to welcome the new members, Civilian Commissioner Bob Kick and NH&L Commissioner Tim Gies and Nancy Schreiner as the clerk.

Approval of Minutes:

Motion made by Tim Whelan and seconded by Bill Brunetti to approved minutes from the regular meeting of October 16, 2017 motion passed

Motion Made by Tim Whelan and seconded by Bill Brunetti to approve minutes from Special "Annual" Meeting of October 23, 2017 motion passed

Correspondence to the Board:

- There was an email from Susan Marcinek in reference to the Public Safety Committee.

Correspondence from the Board: see attached

- Letter sent to Steve Earl, thanking him for his interest in being a Commissioner.
- Letter Sent to Bob Kick, welcoming him to the board and to make arrangements with the Town Clerk for swearing in.
- Letter sent to the Town Clerk for swearing in of NH&L Commissioner Tim Gies.

Public Participation: None

Marshal's Report: Gave Report- see attached

Marshal's Remarks: None

Combined Chiefs:

- Bill Halstead discussed the new apparatus sign on that the Chiefs agreed to use (see attached)
- Newtown Fire Department Increased Manpower Pilot Program, they will continue to discuss this at their next meeting.
- Asked that the board look into Equipment Insurance with VFIS, to see if all equipment can be covered (portables, and equipment on apparatus).

Reports from Standing Committees:

- Budget Committee:
  - Working on Budgets, they will meet with each Chief
- Truck Committee:
  - Nothing to report, but will start looking at trucks again.
  - Bill Halstead requested that Sandy Hook be included on the inspections of the new truck.
  - Tim Whelan would also like the Committee to be included on all correspondence concerning the new trucks.
  - Tim Whelan also would like the truck committee to start meeting 30 minutes earlier at regular monthly meetings to check trucks and records at each fire house
- Policy & Procedures Committee:
  - Nothing to report
- Radio & Hydrant Committee:
  - Bill Brunetti Sr. has asked NUSAR to check several tanks-
  - Mike McCarthy reported finding some issues with the fiberglass tanks.

Old Business: None

New Business:

- Training Funds:
  - Motion made by Jay Nezvesy to accept Botsford's training request in the amount of \$275.00 for 2 students EMR re-cert.  
Seconded by Tim Whelan  
Motion passed unanimously
  - Motion made by Tim Gies to accept Newtown Hook & Ladders training funds in the amount of \$4,847..89 for
    - ❖ 3 members to attend 2017 Firehouse Expo
    - ❖ Training lunch
    - ❖ Elevator rescue
    - ❖ 5 members Q endorsement
    - ❖ Sound bar for smart board
    - ❖ 2 members Firefighter II classSeconded by Tim Whelan  
Motion passed unanimously

There being no further business the meeting adjourned at 7:21pm

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy Schreiner". The ink is dark and the signature is fluid.

Nancy Schreiner, BOFC Clerk

3 Primrose St.  
Newtown, Ct. 06470

Patrick Reilly  
Chairman



BOARD OF FIRE COMMISSIONERS  
TOWN OF NEWTOWN

October 25, 2017

Debbie Halstead, Town Clerk  
Town of Newtown  
3 Primrose St.  
Newtown, CT. 06470

Re: Robert Kick, Civilian Commissioner

Dear Debbie,

Please accept this letter to inform you that Robert Kick has been elected to serve as Civilian commissioner for the 2017-2020 term by the Board of Fire commissioners at their Annual Meeting Monday October 23, 2017. I will contact Bob and advise him to contact you or your staff to make arrangements for swearing in.

Yours truly,

Patrick Reilly *PR*

Patrick Reilly, Chairman  
Board of Fire Commissioners

3 Primrose St.  
Newtown, Ct. 06470

Patrick Reilly  
Chairman



BOARD OF FIRE COMMISSIONERS  
TOWN OF NEWTOWN

October 25, 2017

Debbie Halstead, Town Clerk  
Town of Newtown  
3 Primrose St.  
Newtown, CT. 06470

Re: Tim Gies, Newtown Hook and Ladder 2017-2020 Fire Commissioner

Dear Debbie,

If you haven't received written notification as of this date, please accept this letter to inform you that Tim Gies of the Newtown Hook & Ladder Fire Co. has been elected to serve as their commissioner for the 2017-2020 term.

I will contact Tim and advise him to contact you or your staff to make arrangements for swearing in.

Yours truly,

Patrick Reilly   
Patrick Reilly, Chairman  
Board of Fire Commissioners

3 Primrose St.  
Newtown, Ct. 06470

Patrick Reilly  
Chairman



BOARD OF FIRE COMMISSIONERS  
TOWN OF NEWTOWN

October 24, 2017

Robert Kick  
8 Pebble Rd.  
Newtown, Ct. 06470

The members of the Newtown Board of Fire Commissioners extend a warm welcome to you as our Civilian Commissioner. We are confident that with all your knowledge and years in the fire service you are going to be a great addition to our team.  
Please contact the Town Clerk or her staff at your earliest convenience to arrange a date to be sworn in as our newest commissioner.

Sincerely,

Patrick Reilly   
Pat Reilly, Chairman BOFC

3 Primrose St.  
Newtown, Ct. 06470

Patrick Reilly  
Chairman



BOARD OF FIRE COMMISSIONERS  
TOWN OF NEWTOWN

October 24, 2017


Steve Earl  
23 Tunnel Rd.  
Newtown, CT. 06470

Dear Steve Earl

Thank you for your interest in the Civilian Fire Commissioner position at the Board of Fire Commissioners (BOFC) within the Town of Newtown. We appreciate you taking the time to show your interest in serving the Town of Newtown in this capacity.

Although we were impressed by what you have to offer, we are unable to offer you a position at this time. However, we will keep your information in our file for consideration at a later date should a vacancy arise.

Yours truly,

Patrick Reilly   
Patrick Reilly, Chairman  
Board of Fire Commissioners

ALARMS	35	STRUCTURE					
ANIMAL RESCUE	0	10/22/2017 15 Pole Bridge Rd.			12,000.00		
ELECTRICAL WIRES/ TREES ON WIRES	74						
BRUSH	7						
CONTROLLED/ILLEGAL BURNING	1	VEHICLES					
C.O. DETECTOR	5	10/20/2017 I-84 Kia Sandy Hook			8,000.00		
FALSE CALLS	0	10/20/2017 I-84- Sandy Hook			10,000		
HAZ-MAT	4	10/4/2017 197 Huntingtown Rd. ( Unregistered/uninsured)			0.00		
MUTUAL AID	2						
STRUCTURES	1						
RESCUE	1	APPLIANCE					
EMS/MEDICAL	10						
SERVICE/GOOD INTENT	2						
SMOKE/ODOR SCARE	9						
VEHICLES	3	OTHER					
EXTRICATION	0						
MVA	13						
WATER EVACUATION/PUMP OUT	3						
CHIMNEY	0						
OTHER-(TREE ON HOUSE)	1						
PUBLIC SERVICE	19						
APPLIANCE							
<b>TOTAL</b>	<b>190</b>	<b>TOTAL</b>	<b>\$30,000</b>				
		FIRE COMPANY RESPONSE TOTALS		MONTH	YTD		
		5130	NEWTOWN HOOK & LADDER	73	451		
		5131	BOTSFORD FIRE RESCUE	44	256		
		5132	DODGINGTOWN FIRE	26	128		
		5133	HAWLEYVILLE FIRE	25	199		
		5134	SANDY HOOK VOL. FIRE & RESCUE	61	389		
				229	1423		

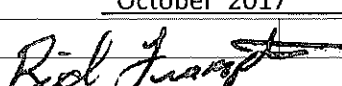
Fire Company's Calls 190

The Fire Marshals had 339 incidents and 412 Hours worked.

Permits: 0 blasting, 2 tanks, 0 burn, 0 reports Total \$40.00



## FIRE MARSHAL'S COMBINED MONTHLY TIME SUMMARY

CODE	CATEGORY	INCIDENTS	HOURS
A	FIRE CALLS	12	
B	FIRE INVESTIGATION	3	
C	FOLLOW UP INVEST.	0	
D	BUILDING & SITE	0	
	1. Building Inspections	35	
	2. Site Inspections	17	
	3. C.O. Inspections	4	
	4. Suppression & Dry Hyd	0	
	5. Tank Removals	3	
	6. Burn Permits	0	
E	FOLLOW UP INSPECTIONS	4	
F	OFFICE	178	
G	COURT APPEARANCE	0	
H	PLAN REVIEWS	8	
I	TRAINING	11	
J	PURCHASING	53	
O	OTHER-RICH	5	
O	OTHER-Steve	5	
O	OTHER- Dave	1	
O	OTHER-Jamillynn	0	
	<b>TOTAL</b>	<b>339</b>	<b>412</b>
Rich	Disaster Drill		
	NSB-Deposit		
	Fire Pump Test- 3 Primrose		
	NHS -Drill		
	NMS-Drill		
Steve	Propane Tank Complaint- Botsford FD		
	Fire Prevention Assist		
	Fire Extinguisher Training 24 Commerce Rd.		
	Ashlar-Water Tanker in rear lot		
Dave	Assist Building Insp 11 Edmond Rd.		
Jami			
October 2017		Reporting Month	
		Marshal's Signature	

**SANDY HOOK**

**HOOK and LADDER**

**DODGINGTOWN**

## **Newtown Combined Fire Companies**

**-Incorporated-  
Newtown, Connecticut 06470**

**BOTSFORD**

**HAWLEYVILLE**

### **Apparatus Sign On**

All apparatus signing on shall announce their unit number, their staffing and the assignment they are responding to, Example: *Newtown Engine 221 responding 4 and 2, 200 sugar St.*

#### **Staffing:**

- a. First number is the number of Interior qualified Fire Fighters.
- b. The second number is the number of non- interior Fire Fighters.

*Example: if there are 2 FF1 certified and 1 Non FF1 the staffing would be 2 and 1*

**Approved by Combined Chiefs at 11/27/17 Meeting**