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**Seymour Fire Department**  
**Fire Chiefs**  
**Meeting Minutes**  
**January 7th, 2008**  
**Citizens Engine Co.-Flaherty Room(Town Hall)**

**Chiefs Attending:** Chief Scott Andrews, Asst. Chief Tom Tomasheski,  
Asst. Chief Jim Smith

**Others Attending:** Captain Michael Lombardi, Lt. Timm Willis, Captain Jim Wasilewski, Lt. Dan Zaniewski, Fire Police Captain George Decker, Past Captain Dale Cann, FF Phil Fritz, Deputy Fire Marshal Mike Fritz, FF Brian Koskelowski

Meeting called to order at 7:28pm, followed by the Pledge of Allegiance.

**Motion made to accept December meeting minutes as written by Asst.Chief Tomasheski, 2nd by Asst. Chief Smith. Approved 3-0**

**Health Report:**

- Chief Andrews stated Griffin Health Services will be emailing him the 2007 physicals. He is still waiting for the report. He mentioned that there are still a few members unable to get physicals because they need evening dates.
- Hep. B shots to be scheduled.
- Captain Lombardi asked about the Hep.B sheet that was going to be added to application packets. Chief Andrews stated there is a sheet already produced in the exposure plan.

**Maintenance Report:**

- Asst. Chief Tomasheski stated Great Hill handed in report. Chief Andrews stated he told Citizens engineers to have a report ready by the February meeting.
- Captain Lombardi stated 2 out of the 3 of Citizens engineers are new.
- Asst. Chief Tomasheski unsure if scuba tanks need to be hydro-tested. Per Chief Andrews they need to be tested. Deputy Fire Marshal Mike Fritz said they are overdue. There are about a dozen tanks. Chief Andrews asked if quotes could be obtained for next monday.
- Load Manager continues to act up on Engine 15.
- Asst. Chief Tomasheski stated all issues with apparatus continue to go to him.
- Chief Andrews said that Chiefs duties have not changed.

**Training Report:**

- Asst. Chief Smith said Citizens handed in there training records.
- Notice posted for plans for 2008 training. Super Sunday planned for last weekend in February.
- CPR/AED class, water awareness/operational class & refresher, and MRT class being planned.
- Shelton Fire Department offering boating class for licensure. The class will cost \$35.00.
- Asst. Chief Smith stated any ideas about special training and drills are welcomed.
- Captain Wasilewski asked about updating training library. Asst. Chief Smith

Chief Andrews stated the Chiefs had a workshop and training was discussed. There will be certain specialty disciplines that will be performed three times a year. These disciplines include: rope rescue (combined with both companies), dive rescue, Hazmat, and Tanker/Tower drills. Chief Andrews said if Chiefs plan a drill it would be expected that weekly drills be cancelled and members attend the combined drill.

#### **Old Business:**

##### **Status of Open Purchases**

- Chief Andrews said Res-Q-Jacks are on order. Order submitted last week of December. Shipman's apparently lost P.O. He also mentioned that Mustang Suits have been ordered. Asst. Chief Andrews stated Annual Boat Preventive Maintenance was also on the list. He will look into it.

- Chief Andrews mentioned that the engineers from each company have been asked to attend the monthly meetings.

Captain Wasilewski said the back roof at Great Hill has been completed.

- Captain Wasilewski noted the Beacon Falls live burn was a good experience. Engine 13 was the fill-site for the tanker and there were 4 tankers in the shuttle.

- Captain Lombardi said Engine 11 is not suitable for the new Hurst Combi-tool. Engine 13 will be re-arranged for it and brackets are being made. Asst. Chief Tomasheski stated the Hurst tool needs a hose, which was budgeted for.

- Captain Lombardi mentioned the server at Citizens is back up and running.

- Pager list handed in from Citizens. Two can be issued out, one broken, and three will be taken back. Asst. Chief Tomasheski stated a gear inspection will be done on Super Sunday and pagers will need to be accounted for.

- Chief Andrews told Captain Lombardi the 5" inch hose that was placed on Tower 14 had not been tested. Once there is a break in the weather, the hose needs to be tested.

- Chiefs are still waiting for town gas cards.

##### **Fire Police Report:**

- Fire Police Captain George Decker said flares are in. He also mentioned that cones should be at least 2ft tall, which meets highway and safety regulations. More information is to follow.

**New Business:  
Equipment  
Purchasing**

- Chief Andrews said from now on three prices need to be secured and that the Officers are responsible for obtaining them. He mentioned that this had been a request from the Board of Fire Commissioners a few months ago. He also said a hard copy of the quote is needed, anything verbal is not accepted.

- Chiefs office moving from town hall back to Citizens. Chief Andrews said the move should be complete by January 14<sup>th</sup>.

- A meeting will be scheduled this month to review and discuss the 2008/2009 budget process. Chief Andrews requested that prices be brought the table and he would rather them be hard facts, rather than estimates. Meeting scheduled for January 15, 2008 at 7:30pm in the Citizens Conference Room.

- Asst. Chief Tomasheski discussed the fact that January is a bad time for appointment of Chief. He suggested the month of July as a more appropriate month for this transition. He mentioned many reasons why January is so difficult, especially because it's half-way through the budget season and because of the holidays. He asked the boards feelings. Asst. Chief Smith was in favor of changing the appointment month to July to make it easier. Chief Andrews mentioned that it would require a change in the town ordinance. He will approach the Board of Fire Commissioners with suggestion. Chief Andrews also added that he believes it's hard to come in, in the middle of budget even though you have been apart of the planning all along.

- Asst. Chief Tomasheski would like a list of the Knox Box Systems in town. He would also like a list of locations of the boxes on buildings. Chief Andrews said he would talk to Fire Marshal Wetowitz.

- Asst. Chief Tomasheski would like to see all alpha pagers turned in. He said they are being used since text messages on cell phones. He believes it's out of dated itself for the fire department usage. Officers are responsible for collecting them from members. **Motion made to discontinue Officers, Chiefs, Commissioners, Engineers, and Fire Police Captains alpha paging system by Asst. Chief Tomasheski, 2<sup>nd</sup> by Asst. Chief Smith. Approved 3-0**

- Asst. Chief Tomasheski said there had been an abundance of alarms at the Community Center. He said the First Selectman had to go and reset the alarm. This occurred on December 24<sup>th</sup> according to the newspaper. Apparently, the First Selectman had the alarm company forward calls to him, instead of having the fire department

dispatched.

- Captain Wasilewski asked about an up-to-date fax machine because of the new dispatching service. Chief Andrews asked if members use the sheets that come off the fax for the run reports. Situation to be looked into. Captain Lombardi said the last page of the faxed report gets used the most. Chief Andrews said unfortunately we have to receive the entire fax or nothing. Lt. Zaniwski asked if reports could come over the computer instead. Chief Andrews asked him to look into that.

**Facial Hair  
Policy:**

- Chief Andrews stated the policy is already in effect however, it is missing from the policy manual. He said Beards and Gotee's are not allowed. He believes that the policy has been mended in the past. Chief Andrews spoke with an OSHA investigator and the seal is defined as any part of the mask that touches the face. One day of growth is accepted below the chin level. He doesn't want to implement a disciplinary policy for this matter. Any questions can be directed to him. Officers need to enforce policy. He noted that the policy would be posted.

- Asst. Chief Smith stated he will be training members to help with fit testing. The more members who can help with the testing, the faster it will go.

- Captain Lombardi said that FF Tony Carrubba whom now is the new head engineer at Citizens has been cleared by Tom Jensen to pull apparatus onto ramp to lift hood for maintenance purposes. He also is being trained to drive R-12

- It was mentioned that Jorge Caniero and Brian McAndrews need to be added to the payroll.

- Captain Lombardi said a Captains patch needs to be purchased for his turn-out gear as will as a Lieutenants patch for Lt. Willis. Lt. Zaniwski said Velcro needs to be added to his gear.

**Public Comment:** None

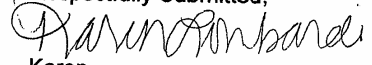
**Executive Session:** None

**Requisitions:** To be provided by Chief Andrews

**No other business to come before the board.**

**Motion made to adjourn at 8:43pm by Asst. Chief Smith, 2<sup>nd</sup> by Asst. Chief Tomasheski. Approved 3-0**

Respectfully Submitted,




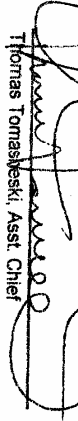
Karen  
Lombardi

Recording Secretary

Seymour Fire Department  
Chief's Requisitions

Qty	Item Description	Vendor	Price ea.	Total	Acct. No.
6	Scuba Cylinders for hydrostatic testing	Seytex	15.00	120.00	743
6	Yearly Scuba cylinder inspections	Rex Marine	20.00	120.00	743
3	Name Patches for Turnout Coats (1) Chief, (1) Captain and (1) Lt Willis	Industrial Safety Supply	70.00	70.00	615
1	GEMS Box repair (price TBD after eval by vendor)	Grace Industries			743
12	PASS Device battery covers	Grace Industries	20.00	240.00	743
12	Pass Device antennas	Grace Industries	14.00	168.00	743
200	AA Batteries	<del>Barnes</del> Wellington			743
200	9V Batteries	<del>Barnes</del> Battery Co.			743
1	Reimburse G.H. For GFCT		68.70		720

By our signatures below, we approve the requisitions indicated above:

  
 Scott Andrews, Chief  
  
 Thomas Tomaszewski, Asst. Chief

  
 James Smith, Asst. Chief

Date: 1/14/08