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**Seymour Fire Department**  
**Board of Fire Commissioners**  
**Meeting Minutes**  
**May 12, 2008**  
**Great Hill Hose Company**

**Commissioners Attending:** Ugo Zullo, Scott Martin, Al Rochelle, Mike Kearney

Meeting called to order at 7:03pm, followed by the Pledge of Allegiance.

**Motion made to accept April Meeting Minutes by Commissioner Martin, 2<sup>nd</sup> by Commissioner Kearney. Approved 4-0**

**Correspondence:**

- Commissioner Kearney mentioned that there would be a Memorial Day Service on Monday, May 26<sup>th</sup> at 10am at French Park.

**Financial Report:**

- Commissioner Kearney handed out a copy of the budget expenditures.
- \$1,200.00 electric bill paid today.
- There was a miscommunication with the transfer for the oil bill. No Commissioner attended the Board of Finance meeting to explain the reason for transfer, so the transfer was tabled until their next meeting.
- Commissioner Kearney questioned an invoice for Cassanelli for CDW Computers for Citizens. Invoice was for \$564.00; also there was another invoice to the same company for \$675.00, Chief Andrews to look into.
- Chief Andrews and Commissioner Kearney to met and resolve P.O.'s.
- Chief Andrews noted there is an error with the Allen's Plumbing invoice. He said it should be for \$250.00 not \$2,500.00.

**Motion made to accept financial report by Commissioner Kearney, 2<sup>nd</sup> by Commissioner Rochelle. Approved 4-0**

**Fire Marshal's Report:**

- Fire Marshal Paul Wetowitz read Fire Marshal's Report.
- No discussion.

**Motion made to accept Fire Marshal's Report by Commissioner Kearney, 2<sup>nd</sup> by Commissioner Rochelle. Approved 4-0**

**Chief's Minutes:**

**Motion made to accept May Chiefs Minutes by Commissioner Kearney, 2<sup>nd</sup> by Commissioner Martin. Approved 4-0**

**Discussion:**

- Commissioner Martin asked for an explanation of the Salamander Accountability System. Asst. Chief Cann explained. Chief Andrews stated a grant would be drawn up next year for purchase of this equipment. Chief Andrews also said that

this system has been adopted by the State of Connecticut and the current GEMS system is outdated.

- Commissioner Martin asked about the open positions within the department. He was curious if these positions could be company elected and if a Bi-Law change needs to be revisited. Chief Andrews discussed interviews that were held on April 30<sup>th</sup> for these positions.
- Commissioner Rochelle asked if John Cronin would be the town's NASH representative as HAZMAT lieutenant. He also asked about the North West Public Safety transmitting issue. Chief Andrews stated it was caused by AT & T doing work in the town. Issue was taken care of that night.
- Chairman Zullo asked for an update regarding the alpha pagers. Chief Andrews said they are still receiving them in.

#### **Old Business:**

- Commissioner Rochelle asked Asst. Chief Tomasheski about the foot switch for the siren on E-13. Asst. Chief Tomasheski said a P.O. was cut for Communication Services in February. He said once P.O. is given to the engineers, they are in charge of getting the work done. Captain Lombardi to ask the engineers.

#### **New Business:**

- Commissioner Rochelle stated he feels the Board of Selectman meeting needs to be discussed. He felt that the two main topics were emergency procedures and Fire/EMS responsibility of Chief Andrews.
- Chief Andrews noted that Selectman Drugonis has not provided him with the paperwork regarding the NIMS training. He said he has researched the topic and he believes that the following in sufficient standards: Chiefs: NIMS 700,100,200,300,400; Officers: NIMS 700,100,200,300; FF/responders: NIMS 700,100,200.
- Another question that was raised was about transferring command. It was stated by Selectman Drugonis that command needs to be transferred to a persons with equal or higher training. According to research by Chief Andrews, the Incident Command System allows the transfer of command to a person that is trained and competent and that the transfer is face-to-face and verbal plans are discussed.
- Commissioner Martin suggested since no communication with that specific Selectman, a copy of the Incident Command SOG should be mailed to the Board of Selectman. A new SOG with NIMS training to be completed once input from the Board of Selectman is received.
- Chief Andrews stated he feels that the fire department is the most complaint with training within the community. It was felt that, it was kind of strange that the fire department was singled out when all department heads throughout the town have to have this training. The questioned was asked, why weren't other town departments invited to the meeting as well.
- Chief Andrews said he had a lengthy conversation with Commissioner Lombardi concerning the increasing instances for out-of-pocket purchases. Chief Andrews suggested looking into a credit card that the fire department would keep under lock and key for the instances of an emergent/quick purchase outside the P.O.

structure. He said it would be used like a checks and balances system or petty cash. He said it could be set up where verbal permission is to be given from a Commissioner before it could be used and that the credit card would have a cap. Commissioner Rochelle said he knows Commissioner Lombardi is pursuing information on this topic and he suggest tabling until next month, once Commissioner Lombardi provides the information he obtained.

- Chief Andrews said now that the budget is set, there are funds available for a new Chief's vehicle. He asked if the Commissioners would approach the Board of Selectman to get the process going. Chief Andrews is looking to waive the bidding process and go forth with the purchase. Fire Marshal Wetowitz added that we might not have to go to bid, since the Board of Selectman raised the bid price. Chairman Zullo to check into.
- Chief Andrews noted that the town got back \$8,000 from the insurance for the boiler at Citizens. He said he believes it was put back in the general fund, so if we want it, we need to ask for it.
- Captain Wasilewski asked about the repair of the ceiling at Great Hill from water damage. Commissioner Martin said a quote was received and they are working on getting the work done.
- Asst. Chief Tomasheski asked if Great Hill could have the grass cut. Commissioner Martin to call public works.

**Public Comment:** None

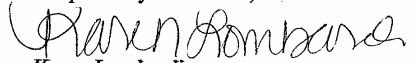
**Executive Session:** None

**Requisitions:** see attached

**Motion made to accept requisitions as discussed by Commissioner Martin, 2<sup>nd</sup> by Commissioner Kearney. Approved 4-0**

**Motion made to adjourn at 8:30pm by Commissioner Martin, 2<sup>nd</sup> by Commissioner Kearney. Approved 4-0**

Respectfully Submitted,



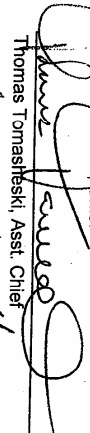
Karen Lombardi  
Recording Secretary

**Seymour Fire Department  
Chief's Requisitions**

Vendor	Qty	Item Description	Price ea.	Total	Total for vendor	Acct. No.	P.O. No.
Great Hill Hose Co.	1	Reimbursement for food for CPR class	18.00	18.00	18.00	350	
Twin Lights	4	Performance Advantage Handle Lock mounting brackets	32.95	131.80		430	
	1	Whelen Turbo Tube linear strobe	68.00	68.00		430	
	1	Halogen scene light bulb	22.00	22.00		430	
	1	Repair Tanker 19	95.00	95.00	316.80	430	
Tom Ashmore Ent. Inc.	1	Train-the-trainer specialty vehicle class	1,400.00	1,400.00	1,400.00	350	
Kirk Products	1	Open purchase order	200.00	200.00	200.00	430	
Shipman's Fire Equip.	1	length 5' hose with locking couplings	575.00	575.00	575.00	745	
NFPA	1	Subscription renewal	270.00	270.00	270.00	610	
Bond Radio (Sprint)	6	Cell Phone Batteries	65.00	390.00	390.00	430	
Air Compressor Engineworks	1	Repair air compressors O2 run air line @ Great Hill, door switch on fill	1,000.00	1,000.00	1,000.00	430	
Total requisitions amount					<b>4,169.80</b>		

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

  
Scott Andrews, Chief

  
Thomas Tomaszewski, Asst. Chief

  
James Sprith, Asst. Chief

  
Dale Cann, Asst. Chief

Date: 5/12/08