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# TOWN OF NORTH BRANFORD

## Board of Fire Commissioners

Town Manager's Office

### MINUTES

**SPECIAL MEETING, COMPANY #4**

**JANUARY 11, 2018**

**CALL TO ORDER:** Chairman Prunier called the meeting to order at 7:30 p.m. with the pledge of allegiance to the flag.

**ROLL CALL:** Chairman Ed Prunier, Vice-Chairman Joseph Civitello, and Commissioners Laura Burich, Andrew Campion and Gene Stabile.

**OTHERS:** Officers: Fire Chief William Seward, III, Deputy Chief Anthony Esposito, Deputy Fire Marshal John O'Brien, Captains Kevin Lyon and Steve Torino, Lieutenant James Asmus, and John McFarland of Vintech. **OTHER INTERESTED PARTIES:** Council liaison Robert Viglione.

**ORGANIZATIONAL MEETING:** Vice-Chairman Civitello nominated Ed Prunier as Temporary Chairman which was seconded by Commissioner Stabile. On roll call vote, four in favor and one abstention by Commissioner Prunier. Temporary Chairman Prunier called for nominations for Chairman and Commissioner Prunier nominated Commissioner Civitello, seconded by Commissioner Campion. On roll call vote, four in favor and one abstention by Commissioner Civitello. The clerk cast one ballot for Chairman and nominations were closed for Chairman. Commissioner Civitello nominated Commissioner Prunier for Vice-Chairman, seconded by Commissioner Campion. On roll call vote, four in favor and one abstention by Commissioner Prunier. The clerk cast one ballot for Vice-Chairman. Commissioner Prunier nominated Diane B. Whalen as Clerk which was seconded by Commissioner Civitello. On roll call vote, all in favor. Nominations were closed.

**PUBLIC HEARINGS AND COMMENTS:** Captain Torino wanted to discuss the explorer program and ways to maintain and enhance the department with volunteers. He planned to meet with the Captains to discuss having one explorer program which would train at different companies, not just one company. It was noted that a discussion would take place with the Risk Manager to determine if the explorers were covered if they were being transported between companies. The Board encouraged Captain Torino to pursue his plans. The Chief introduced Councilor Viglione as an additional liaison to the Board. Councilor Viglione was a thirty-three year veteran in Hamden's fire department and retired as Captain.

**READING OF PREVIOUS MINUTES:** Commissioner Campion made a motion, seconded by Vice-Chairman Prunier, to approve the Minutes of the December 7, 2017 Special Meeting. On roll call vote, four in favor and one abstention by Commissioner Burich as she was not a Commissioner.

**NOTICES AND COMMUNICATIONS:** None.

**DEPARTMENTAL OFFICERS' REPORTS:** The Fire Marshal's reports were previously mailed which listed 178 calls for December and 1840 calls for the year.

**COMMISSION COMMITTEE REPORTS:** There was a discussion about changing the Commission Committees and Commissioner Burich will be placed on the Insurance, Publicity, Transportation and Ambulance Committees and Chairman Civitello will be added to the Communications Committee.

**REPORT FROM CHIEF:** Chief Seward distributed his monthly report dated January 10, 2018 and the outline is attached hereto. It was noted that repairs were made to ET-11 and that the fire pumpers should be

replaced after ten years. The department's tower truck is twenty-nine years old and should be replaced after fifteen years. The bids will be opened for the Station 1 generator project. He discussed the requirement of the ten-year span for PPEs. He will need to purchase six to eight sets this year and the cost is approximately \$2400/per set which only includes the coat and pants. He will also need to purchase 2 ½" hose. It was noted that Ambulance 44 has an issue that is possibly under warranty but it will be out of service until repairs are completed. Ambulance 42 will need electronic repairs possibly costing \$5000.00. Commissioner Stabile made a motion, seconded by Commissioner Campion, that Ambulance 42 be repaired regarding the electronic problem. On roll call vote, all in favor. Deputy Chief Esposito gave an update on the ePCR program and the start date of February 1<sup>st</sup>. The Chief updated the Board on the RWA project repairing the tunnel. It will begin on January 25<sup>th</sup> and will take approximately six weeks to complete. The RWA will have a rescue team on site whenever anyone is in the tunnel. The organizational chart was updated and distributed to the Board.

**UNFINISHED BUSINESS:** Discussion and Action re: Company #1 Standby Generator was already discussed during Chief's report. Deputy Chief Esposito informed the Board that the Council will probably approve the Knox Box ordinance but not the Fire Marshal fee ordinance.


**NEW BUSINESS:** Recognition of Civilian for Action during Mill Road Barn Fire: The Board would like to recognize Dino Esposito for his actions during the barn fire. The Board agreed with the Chief that he should be recognized at a Town Council meeting for his assistance at the fire. The Chief also felt that another individual who assisted at an accident scene that resulted in the saving of a person's leg should be recognized at a Council meeting and the Board agreed. Discussion and Action re: 2017 Assistance to Firefighters Grant: The application period is currently open and closes on February 2<sup>nd</sup> and the Chief is asking for approval to submit a request for a Tower 1 replacement. The maximum amount that could be obtained would be \$1,000,000 and the Town would have to supply a 5% match. He would require Town Council approval prior to submitting his request. Commissioner Campion made a motion, seconded by Vice-Chairman Prunier, that the Board approve the Chief's request to apply for a grant for a new aerial truck. On roll call vote, all in favor. Discussion and Action re: 2018 OEMS Ambulance Rate Schedule: The Schedule of the Maximum Allowable Rates effective January 1, 2018 to December 31, 2018 was provided to the Board. Discussion and Action re: PPE Specifications: This was discussed during the Chief's report.

**PUBLIC HEARINGS AND COMMENTS:** Captain Torino will take a new photo of the Board for the website at next month's meeting.

**WELFARE OF THE COMMISSION:** The Chief noted that repeaters have been installed in Engines 1 and 2. The Budget will be discussed at the next meeting. Chairman Civitello requested that former Commissioner DellaCamera be recognized at the next meeting for his service and he will arrange it. Chairman Civitello issued an invitation to the Board to Company #2's installation dinner on February 12<sup>th</sup>.

**ADJOURNMENT:** A motion was made by Vice-Chairman Prunier, seconded by Commissioner Stabile, to adjourn the meeting at 8:59 p.m. On roll call vote, all in favor.

Respectfully submitted,



Diane B. Whalen, Board Clerk



**TOWN OF NORTH BRANFORD FIRE DEPARTMENT  
MONTHLY REPORT TO THE BOARD OF FIRE COMMISSIONERS  
2017**

**TO:** Ed Prunier  
Chairperson, Honorable Board of Fire Commissioners  
**FROM:** Chief William Seward, III  
**DATE:** January 10, 2017

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The Chief will provide a verbal report on the following items:

**FIRE ADMINISTRATION & OPERATIONS**

- Apparatus Maintenance
  - Repairs to ET-11
  - Rescue 1
- Fire Hose
- Station 1 Generator Project
  - Mandatory Pre-Bid Visit on 1/10/2018
- Communications
  - Failure of T-1 telephone lines on Reeds Gap Rd Site
  - Repeater at Commerce Drive
- PPE
  - Morning Pride
  - Globe
- Budget

**EMS ADMINISTRATION & OPERATIONS**

- Ambulance Maintenance
  - Amb 44
- Electronic Patient Care Reporting
  - ESO ePCR Update
- North Branford Local EMS Plan Updated (1/1/2018)
- Budget

**OTHER BUSINESS**

- Attended the Town Hall staff meeting
- Attended meeting with RWA and Town Officials
- Attended EMS Providers meeting
- Worked with Tactical Communications on radio issues
- Attended REPT meeting
- Meeting with Vintech on new employees
- Attended Town Council meeting