

# TOWN OF NORTH BRANFORD

## Board of Fire Commissioners

### MINUTES

REGULAR MEETING, COMPANY #4

MARCH 1, 2018

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

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

**OTHERS:** Officers: Fire Chief William Seward, III, Deputy Chiefs Anthony Esposito and Robert Colangelo, Assistant Chief of Training Mark Amatrudo, Deputy Fire Marshal John O'Brien, Captains Jason Conway and Kevin Lyon, and Lieutenant Thomas Hart. **OTHER INTERESTED PARTIES:** Council liaison Robert Vigilione.

**PUBLIC HEARINGS AND COMMENTS:** None.

**READING OF PREVIOUS MINUTES:** Vice-Chairman Prunier made a motion, seconded by Commissioner Campion, to approve the Minutes of the February 1, 2018 Regular Meeting. On roll call vote, all in favor.

**NOTICES AND COMMUNICATIONS:** None.

**DEPARTMENTAL OFFICERS' REPORTS:** The Fire Marshal's reports were distributed listing 127 calls for February. Reports were received from Deputy Chiefs Esposito and Colangelo and Assistant Chief of Training Amatrudo.

**COMMISSION COMMITTEE REPORTS:** Ambulance: A report was submitted by Committee members Gene Stabile and Laura Burich regarding the computers being used to prepare PCRs. The Committee's recommendations were to upgrade/update the computers currently in use and do some research into suggestions for improvements. The Chief felt that these were not new issues and was aware of them. He stated that the iPads were not going to be removed from the vehicles. He was willing to meet with the Committee and Deputy Chief Esposito in July to discuss these issues but there are no funds currently available to pursue new computers.

**REPORT FROM CHIEF:** Chief Seward distributed his monthly report dated March 1, 2018 and the outline is attached hereto. The Chief gave updates on the status of the apparatus and the order of hose for each Company. The generator project for Company #1 was awarded to Northeast Generator for \$57,000. The repeaters are operating in Engines 1, 2, 3 and car 1. The furniture from North Haven was moved to a storage area in Company #3. The Chief discussed disposing of hose and a repeater as unwanted surplus equipment. Vice-Chairman Prunier made a motion, seconded by Commissioner Stabile, to send a letter to the Town Manager informing him that the BOFC has deemed the hose and repeater as unwanted surplus equipment. On roll call vote, all in favor. The Chief requested that the Board grant him authority to make budget transfers to cover expenses. Vice-Chairman Prunier made a motion, seconded by Commissioner Stabile, that the BOFC grants authority to Chief Seward to make the necessary budget transfers to cover expenses. On roll call vote, all in favor. The Chief informed the Board that there have been complaints posted on social media regarding the RWA project. They may need to work 24/7 with 6-8 more weeks of work. He advised the Board that the Town Council will review all specs for anything that is ordered prior to going out to bid.

**UNFINISHED BUSINESS: Discussion and Action re: Declaring Surplus Equipment:** This item was discussed during the Report from the Chief.

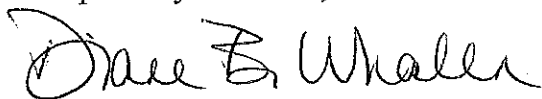
**NEW BUSINESS:** There was a discussion about the newer smoke detectors that have a 10 year battery. There was also a discussion about AMR operating a communications center out of Smilow and using a state OEMS frequency.

**PUBLIC HEARINGS AND COMMENTS:** None.

**WELFARE OF THE COMMISSION:** It was noted that the April 5<sup>th</sup> meeting is scheduled during the budget deliberations and it should possibly be changed. Vice-Chairman Prunier made a motion, seconded by Commissioner Burich, to change the next BOFC meeting to April 12<sup>th</sup> due to the budget deliberations. On roll call vote, all in favor.

**ADJOURNMENT:** A motion was made by Vice-Chairman Prunier, seconded by Commissioner Stabile, to adjourn the meeting at 8:30 p.m. On roll call vote, all in favor.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane B. Whalen". The signature is written in black ink and is positioned above the typed name.

Diane B. Whalen, Board Clerk



**TOWN OF NORTH BRANFORD FIRE DEPARTMENT  
MONTHLY REPORT TO THE BOARD OF FIRE COMMISSIONERS  
2018**

**TO:** Joseph Civitello  
Chairperson, Honorable Board of Fire Commissioners  
**FROM:** Chief William Seward, III  
**DATE:** March 1, 2018

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**REVIEW OF MONTHLY ACTIVITY REPORTS**

- Fire & EMS Call for Service
- Incident Type Summary, Response Time, Time on Scene, Count of Incidents by Alarm Hour & Day of Week

**FIRE ADMINISTRATION & OPERATIONS**

- Apparatus Status
- Fire Hose: An additional 250 feet for each Engine has been ordered using the existing hose bid
- Station 1 Generator Project awarded to Northeast Generator for \$57,000
- Communications:
  - VHF In-Band Repeaters operating in Engine's 1, 2, 3, Car 1
  - North Haven PD Comm Center Equipment in storage at Co. 3
- PPE: Town Council approved specifications bid to open March 6
- SCCRWA Pipeline Restoration Project ongoing communications with all parties; 3/5 Walk-Thru
- 2017 Assistance to Firefighters Grant Program: Electronic scoring to begin April
- Surplus Equipment: Hose & Repeater in Station 2
- Budget

**EMS ADMINISTRATION & OPERATIONS**

- Ambulance Status: Medic 4, A44, A42
- Electronic Patient Care Reporting
- OEMS Certificate of Operation: 3/31/2018
- OEMS DMV Inspections
- Budget

**OTHER BUSINESS**

- Attended the Town Hall staff meeting
- Meet with Chairperson of BOFC and town staff on budget
- Attended meeting with town staff and Verizon regarding FirstNet
- Attended 2 Town Council meetings regarding bid specifications
- Met with EJ Boughton regarding maintenance
- Worked with Tactical Communications on mobile repeaters
- Met with Chairperson of BOFC and Deputy Chief at Town Hall





# Department of Fire Service Office of the Fire Marshal

909 Foxon Road, North Branford, CT 06471-1290  
203.484.6016 • Fax: 203.484.6025



To: Joseph Civitello  
Chairperson, Board of Fire Commissioners

Re: Monthly Fire Marshal Report – February 2018

### Types of Calls:

Fire	1
Emergency Medical	91
Motor Vehicle Accidents	7
Carbon Monoxide Incidents	2
Hazardous Condition	3
Public Service /Good Intent	14
False Alarms	9
Mutual Aid Calls	4

Total Calls for the Month of **February** 127

Total Calls for **2018** 280

Submitted by

John O'Brien  
Deputy Fire Marshal

**North Branford Fire Department**

**Incident Type Report (Summary) (Modified)**

**Alarm Date Between {02/01/2018} And {02/28/2018}**

<b>Incident Type</b>	<b>Count</b>	<b>Pct of Incidents</b>	<b>Total Est Loss</b>	<b>Pct of Losses</b>
<b>1 Fire</b>				
150 Outside rubbish fire, Other	1	0.78%	\$0	0.00%
	<b>1</b>	<b>0.78%</b>	<b>\$0</b>	<b>0.00%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>				
321 EMS call, excluding vehicle accident with	91	71.65%	\$0	0.00%
322 Motor vehicle accident with injuries	7	5.51%	\$0	0.00%
	<b>98</b>	<b>77.16%</b>	<b>\$0</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>				
413 Oil or other combustible liquid spill	2	1.57%	\$0	0.00%
424 Carbon monoxide incident	2	1.57%	\$0	0.00%
445 Arcing, shorted electrical equipment	1	0.78%	\$0	0.00%
	<b>5</b>	<b>3.93%</b>	<b>\$0</b>	<b>0.00%</b>
<b>5 Service Call</b>				
511 Lock-out	1	0.78%	\$0	0.00%
551 Assist police or other governmental agency	1	0.78%	\$0	0.00%
552 Police matter	1	0.78%	\$0	0.00%
553 Public service	1	0.78%	\$0	0.00%
554 Assist invalid	5	3.93%	\$0	0.00%
	<b>9</b>	<b>7.08%</b>	<b>\$0</b>	<b>0.00%</b>
<b>6 Good Intent Call</b>				
611 Dispatched & cancelled en route	3	2.36%	\$0	0.00%
631 Authorized controlled burning	1	0.78%	\$0	0.00%
651 Smoke scare, odor of smoke	1	0.78%	\$0	0.00%
	<b>5</b>	<b>3.93%</b>	<b>\$0</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>				
733 Smoke detector activation due to	3	2.36%	\$0	0.00%
735 Alarm system sounded due to malfunction	2	1.57%	\$0	0.00%
736 CO detector activation due to malfunction	1	0.78%	\$0	0.00%
745 Alarm system activation, no fire -	2	1.57%	\$0	0.00%
746 Carbon monoxide detector activation, no CO	1	0.78%	\$0	0.00%

North Branford Fire Department

Incident Type Report (Summary) (Modified)

Alarm Date Between {02/01/2018} And {02/28/2018}

Incident Type	Count	Pct of Incidents	Total Est Loss	Pct of Losses
7 False Alarm & False Call	9	7.08%	\$0	0.00%

Total Incident Count: 127

Total Est Loss: \$0

