

TOWN OF WOODBRIDGE
Board of Fire Commissioners
Approved Minutes of Regular Meeting
Monday, March 21, 2016 – 6:00 pm
Woodbridge Fire Department

Present: *Chairman Elia Alexiades, Vice Chairman Michael Horton, Secretary Mike Soufrine, Chief Sean Rowland, Assistant Chief Ted Pocwierz, Fire Marshal Joe Cappucci, Deputy First Selectwoman Beth Heller (BOS Liaison)*

Absent: *Commissioner Mica Cardozo, Commissioner Bruce Mandell, Paul Kuriakose (BOF Liaison), and Nate Case (Executive Board Liaison)*

Call to Order

Chairman Alexiades convened the meeting at 6:10 pm.

Public Comments

None

Liaison Comments:

Deputy First Selectwoman Heller reviewed the Board of Selectmen Operating Budget recommendations noting small changes had been made and the BullEx Trailer was removed. She thanked the WVFA for the Snowflake Dance.

Review Current Financial Statements

Year-to-Date FC Operating Budget as of 03/21/2016

Chief distributed and reviewed the operating budget, noting some lines will be very tight. Physicals (52170) was reduced from \$24,000 to \$20,000 and may run over. Data Processing (52210) was reduced from \$18,000 to \$16,000 and we may need to ask for \$5,300 from contingency; much of the overage is due to nursing along the switches – new switches are included in the Capital budget request. Repair and Maintenance (53510) is over because of unanticipated repairs needed for Engine 9 including emergency lights, brakes, and springs – more repairs are needed and we will try to wait until July. The Board of Finance approved moving \$28,000 into the line – we anticipate more may be needed as it is out of service right now for a bad valve. We are having more and more maintenance issues with the vehicle. Discussion followed on the funds moved into the line, how repair work is done, and what vendors are used for particular issues. Chief warns that 53510 could go over another \$10-15,000. Building Maintenance (53530) will be over because the amount requested was reduced; air handler filters need replacing.

Chief Rowland reported on his meeting with Chairman Alexiades and Finance Committee Chairman Matt Giglietti regarding cuts to the requested budget. Discussion followed. The Assistant Chief's vehicle was restored as was 2/3 of the technology budget (funds switches/postpones wireless). The Computer line (55111) was reduced to \$5,000 for next year and the air packs are expected to be funded over three years instead of two. There is a question of heating the old fire house where fire equipment is stored; requires a temperature controlled space – not sure what is happening with that. Discussion continued on budget lines that we include in our budget, but can't control such as water charges, hydrants, security for additional town building. The Amity School District budget was discussed. The Board of Finance is meeting 3/30/16 to finalize the changes they are making.

Fire Chief's Report – Fire Chief Rowland

Receive Report

Fire Safety Day is April 9, from 10 am- 2pm and will include the smoke trailer, arson dog, AMR, Police Department. We'll cook hamburgers, hotdogs, and French fries and may flow water if the weather is nice.

Apparatus Report

Engineers are doing an excellent job working to fix whatever they can. They are spending more time than what they are getting paid for and deserve a thank you.

Update on Engine 7

New Engine 7 is in service and the department will be doing more training in the next few weeks. It drafts and pumps well. We have more people driving this E7 than the last one – it is easier to drive because of newer technology.

Radio system

Chief met with Northeastern two weeks ago and went around looking at current sites and potential sites. They are in the process of contacting property owners to make tentative deals to put up radio equipment and design a system. The plan is to bring recommendations to Tony Genovese by June 1. A presentation is expected in the next month or so (Susan Jacobson is working on it with Northeastern). Chief further explained the goal is to use fiber and have 6 transmit and receive sites and one receive only site to improve coverage throughout the town. Chairman Alexiades commented that listening to radio transmissions he can barely hear over static on the line – there is more and more evidence that the radio system needs to be replaced.

Fire Dispatch

Chief explained the issues with Fire Dispatch regarding timing being out of sync, delays, and not getting updated information. Discussion took place. His recommendation is to have someone from Fire, Police, and Town Hall to oversee dispatch; set up a committee to deal with issues together with Fire oversight for Fire, Police oversight for Police. Further discussion followed. Chief has a quote for ProQa computer aided dispatch software. Regarding the net time clock – we are waiting for the Police Commission meeting on April 4th. We are reading to move forward with our share of the equipment cost for the time clock (from Capital Radio); total is \$15,000/\$7,500 from each department.

MOTION (ALEXIADES/SOUFRINE) to ask the Police Commission for a joint meeting with the Fire Commission to discuss dispatch issues and solutions; **MOTION** passed unanimously (ALEXIADES/HORTON/SOUFRINE).

Continue Discussion regarding MedCom

Chairman Alexiades explained the outcome of a meeting he and Chief Rowland had with Chuck Babson from AMR, Tony Genovese, and First Selectman Ellen Scalettar regarding MedCom. Chief and Chairman still not convinced that any CMed or MedCom is needed, but that is what the town decided to go with.

Apparatus replacement plan

No report

WFD Activity Report – Assistant Fire Chief Pocwierz

Assistant Chief Pocwierz distributed and reviewed his Activity Reports, Statistics, & Vehicle Response Reports for December 2015, January 2016, and February 2016. Calls of particular interest were noted. Discussion followed.

Fire Marshal's Report - (See attached report)

Fire Marshal Cappucci distributed and reviewed his report. Discussion took place. He has conducted 92 inspections since January and inspections of note were discussed.

Chairman's Report

None

Executive Session

None

Action on matters heard in Executive Session

None

Correspondence

None

Other Business that May be Voted to be Placed on the Agenda (if necessary)

None

Approval of DRAFT minutes of Regular Meetings 10/19/15, 11/16/15, and 1/4/16

Approval of draft minutes was deferred to the next meeting.

Next Meeting date:

April 18, 2016

Adjournment

MOTION (HORTON/SOUFRINE) to adjourn. With unanimous approval, the meeting adjourned at 8:07 pm.

Respectfully submitted,

Secretary Michael Soufrine
Board of Fire Commissioners

Aimee Cotton Bogush, Clerk
Board of Fire Commissioners