

**TOWN OF WOODBRIDGE**  
**Board of Fire Commissioners**  
Approved Minutes of Regular Meeting  
Monday, January 4, 2016 – 6:00 pm  
Woodbridge Fire Department

Present: *Chairman Elia Alexiades, Vice Chairman Michael Horton, Commissioner Bruce Mandell, Commissioner Mica Cardozo, Chief Sean Rowland, Assistant Chief Ted Pocwierz, Fire Marshal Joe Cappucci, Deputy First Selectwoman Beth Heller (BOS Liaison), Paul Kuriakose (BOF Liaison), and Nate Case (Executive Board Liaison)*

Absent: *Secretary Mike Soufrine*

**Call to Order**

Chairman Alexiades convened the meeting at 6:07 pm.

**Public Comments**

None

**Liaison Comments:**

Paul Kuriakose noted the presentation to the Board of Finance regarding the Capital budget request made by Chief Rowland and Chairman Alexiades was very professional and informative. Discussion followed.

Deputy Selectwoman Heller echoed Mr. Kuriakose's comments. She also expressed appreciation for all the wonderful things the WVFA did for the community over the holidays.

**Review Current Financial Statements**

Year-to-Date FC Operating Budget as of 01/04/2016

Chief Rowland distributed and reported on the budget, noting it is halfway through the fiscal year. He is keeping an eye on the data processing line - \$16,000 allocated (requested \$20,000). Line will go over due to a cost increase in July. Also watching Repair and Maintenance – \$28,000 was needed to repair Engine 9. The Board of Selectmen approved funding it and the Board of Finance is working out how to fund it. Chief Rowland is also keeping an eye on the Technical line from which consumable supplies are purchased. Discussion took place.

**Fire Chief's Report – Fire Chief Rowland**

Apparatus Report-

Engine 9 came back from a break job. The emergency lighting is being replaced. Engine is here and in service, but the vendor is having trouble finding new pieces to go with the old hole patterns – expect to have it wrapped up in the next week or two. We are also replacing the scene lights on the truck, changing them to LED to take the load off the generator to nurse it along. The lights were 21 years old and in addition to them drawing a lot of power, it is easier to replace them than repair them due to their age. Discussion followed regarding expanding the LED lighting in the building.

The WVFA hosted Santa at the firehouse and it was a huge success with approximately 500-600 people coming through and new Engine 7 was also here and people climbed in and took photos. The WVFA also took their yearly collection and helped Santa and Mrs. Claus hand out gifts to 18 families in town as well as visit two nursing homes. In addition, the WVFA conducted their annual toy drive and delivered 1,000 toys to the Toy Closet at Yale-New Haven Children's Hospital.

The 17<sup>th</sup> Annual Snowflake Dance and Auction is Saturday, March 5<sup>th</sup> at the Woodbridge Club. This is the WVFA's largest fundraiser.

Fire Safety and Prevention Day in memory of Eva Ryan Block is scheduled for April 9<sup>th</sup>. Deputy First Selectwoman Heller reported that Jeff Block, Eva's dad, got legislation passed that requires landlords to notify tenants if there is a working sprinkler system in the building.

Update on new Engine 7 – The truck arrived on 12/19/15 and the department is going over the truck. A vendor is coming tomorrow to go over some things that need to be fixed. The pre-delivery inspection will take place next week at First Line in Cromwell. Once it is back, we can load the equipment and put it in service. We will strip the old Engine 7 and it will be traded in for \$32,000 (value agreed upon in 2014 when we signed the contract). We expect to have the new engine in service in the next 2 or 2 <sup>1/2</sup> weeks, after we do some training on it.

There will be a live training tomorrow on Peck Hill Road at a house being torn down. The owner is allowing the Fire Department to use the house for training for the next few weeks. We will be cutting holes tomorrow, meeting at 7 pm at HQ. Chairman Alexiades recommends attending a live training if you haven't.

Chief Rowland would like to attend the second part of the Discover Leadership training class that he started in July. The class is 2/27-2/28/16 in Texas. Discussion took place. **MOTION** (Alexiades/Horton) to approve the out of state travel and training expense for Chief Rowland to attend the Discover Leadership Training Class in Texas at the end of February; **MOTION** approved unanimously (Alexiades/Horton/Mandell/Cardozo).

**MOTION** (Cardoza/Mandell) to amend the agenda to move operating budget to the next item. **MOTION** passed unanimously (Alexiades/Horton/Mandell/Cardozo).

### **Operating budget request**

Chief distributed and reviewed the request with the Commission. Discussion took place. Hydrant costs were addressed. (Heller left at 6:51 pm to attend the Human Services Commission meeting.) Chief reviewed the requested items in the capital outlay section. **MOTION** (Mandell/Horton) to submit to the Finance Department the operating budget request as presented; **MOTION** approved unanimously (Alexiades/Horton/Mandell/Cardozo).

### **Review proposed MedCom agreement and bylaws for report to Board of Selectmen**

Chairman Alexiades informed the Commission of the current situation with MedCom. He is unsure if the town will act on the MedCom agreement and bylaws soon. He added that it is difficult to understand why this service would be needed. He and Chief Rowland are of the opinion that the town does not need this. Chief Rowland explained the history and procedures for dispatching and communicating with the hospital. We dispatch through the Police Department and are contracted with AMR for ambulances; the town would call hospitals directly. Discussion took place.

**MOTION** (Cardozo/Horton) to request the Board of Selectman defer action on the MedCom Memorandum of Agreement and ByLaws pending further investigation and consideration by the Fire Commission so that the Fire Commission can make a recommendation; **MOTION** approved unanimously (Alexiades/Horton/Mandell/Cardozo). Letter will be written to Board of Selectmen and this issue will be put on Fire Commission's agenda for next meeting.

**Apparatus replacement plan**

Ladder Truck Committee-

First meeting is planned for the end of this month, once new truck is in service. Chairman Alexiades reviewed the process that has brought us to this point.

**WFD Activity Report – Assistant Fire Chief Pocwierz**

Assistant Chief Pocwierz distributed and reviewed his Activity Reports, Statistics, & Vehicle Response Report as of November 30, 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.

**Chairman's Report**

No additional report. Chairman Alexiades thanked the volunteer firefighters for their service to the town for yet another year.

**Executive Session re: pending claims Pursuant to Connecticut General Statute's ss 1-200(8)**

**MOTION** (Cardozo/Mandell) to go into executive session to discuss pending claims, including the commissioners, Chief, and Assistant Chief; **MOTION** passed unanimously (Alexiades/Horton/Mandell/Cardozo) and executive session began at 7:48 pm.

**Action on matters heard in Executive Session**

Returned to regular session at 8:00 pm. No action was taken in executive session.

**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 and 11/16/15**

Deferred to next meeting.

**Next Meeting date:**

Reviewed the proposed meeting dates for 2016. The next meeting is February 8, 2016. **MOTION** (Cardozo/Mandell) to approve list of meeting dates; **MOTION** (Alexiades/Horton/Mandell/Cardozo) passed unanimously.

**Adjournment**

**MOTION** (HORTON/Mandell) to adjourn. With unanimous approval, the meeting adjourned at 8:05 pm.

Respectfully submitted,

Chairman Elia Alexiades (for Michael Soufrine)  
Board of Fire Commissioners

Aimee Cotton Bogush, Clerk  
Board of Fire Commissioners