

**TOWN OF WOODBRIDGE**  
**Board of Fire Commissioners**  
Draft Minutes of Special Meeting  
Wednesday, October 19, 2016 – 6:00 pm  
Woodbridge Fire Department

Present: *Chairman Elia Alexiades, Vice Chairman Michael Horton, Secretary Mike Soufrine, Commissioner Mica Cardozo, Chief Sean Rowland, Assistant Chief Ted Pocwierz(arr. at 6:38pm after fire call), Fire Marshal Joe Cappucci, Nate Case (Executive Board Liaison, arr. 6:40pm after fire call), Deputy First Selectwoman Beth Heller (BOS Liaison), and Chief Engineer Jim Kaoud (arr. at 6:40pm after fire call).*

Absent: *Paul Kuriakose (BOF Liaison), Commissioner Bruce Mandell*

**Call to Order**

Chairman Alexiades convened the meeting at 6:09 pm.

**Public Comments**

none

**Liaison Comments:**

Deputy First Selectwoman Heller reported that after a presentation by Chairman Alexiades and Chief Engineer Kaoud, she made a motion to send the aerial apparatus purchase to a Special Town Meeting, but her motion was not seconded and a vote did not happen. The Fire Commission congratulated Heller on her son's wedding and thanked her for her continued support regarding fire fighter safety.

**Review Current Financial Statements**

Year-to-Date FC Operating Budget

Chief reported the data processing line will go over because the Board of Finance did not fund technology and took the computer line out of the budget. We had in our capital budget to replace the network switches, but they took that out. Now we need Malwarebytes and we would have used the computer line for that. We are meeting tomorrow with the ad-hoc technology committee; our IT company (The Walker Group) is attending as well. Epi pens were recently purchased at \$700 a piece - \$4000 in epi pens. Everything else is where it is expected. 53510 will get eaten soon as we start having trucks go out for service.

Year-to-Date FC Capital Budget

Chief reported we found a correction needed on the air pack/air bag lines in the current capital budget. He will request a bid waiver for the air pack replacement shortly. He is also working to replace one of the old expeditions with funds that are in the budget.

**Review Capital Budget Submission for FY2018**

**Action as appropriate**

Chief presented the draft budget. He reported E6 (ladder) will be taken out of service on 11/1/16; driver's don't feel safe driving it. The Town needs an aerial truck; without it we are playing a

dangerous game. Chief is worried someone will get hurt or killed- especially a firefighter. Chairman Alexiades distributed an article on a recent fire in New Haven. Discussion took place. Chief Rowland stated he finds it offensive to be told he doesn't know what the Town needs and that the Board of Finance has a better understanding despite the Fire Department being the ones who deal with it every day. Further discussion followed. The Commission reviewed the rest of the budget items. **MOTION** (HORTON/CARDOZO) to approve the proposed capital budget with edits; **MOTION** approved unanimously (ALEXIADES/HORTON/SOUFRINE/CARDOZO).

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

**Repairs-**

No report

**Dispatch-**

No new information.

**Net clock-**

Chief reported we are waiting for it to arrive.

**Report on status of submittal of fire reports to state-**

Chief explained the department has not submitted since July; which makes us ineligible for grants. Recently a fire report was requested and we consulted town counsel on what to do to indicate times can't be verified. Town Counsel provided no ruling. Discussion took place.

**Radio system-**

Chief reported the radio committee has met several times. At the last one the Board of Selectmen agreed to bring Paul Zito on as a consultant for the Town as the Town works with Northeastern and Motorola. His role is to guide us in the right direction. His fee is \$150/hour, not to exceed \$15,000. This recommendation will now go to the Board of Finance. Chief explained the Board of Selectmen agreed to replace the tower behind the Police Department using STEEP grant money. \$350,000 will be used to replace the tower and put up a small building to house radio equipment. The whole project is roughly \$375,000; the state won't cover antennas and cabling, so the Town will have to cover that. Northeastern will be the project manager of that at a cost of \$25,000.

**Truck or treat –**

Currently have more than 40,000 pieces of candy for trick or treaters. We are expecting more than 3,000. Event begins at 5pm, fireworks at 7:15pm, and 8pm event ends. The Fitzgerald Field will be shut down at 2pm. The Town is sending a letter to all abutting property owners.

**New apparatus repots,**

Chief Rowland stated the town was jeopardized by what happened at Board of Selectmen last night.

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

Assistant Chief Pocwierz reported on calls of note. He does not have usual detailed report due to issues with times and dispatch. The department was called to a recent motor vehicle crash at 8:20pm on a Saturday night and did not leave the scene until 1:00 am. Frontier took over 3 hours to come to scene to

take a pole off of the car. Chief called town hall and hasn't heard back. Discussion took place. It was recommended there be written documentation of the incident sent to Joe Ferraiolo at Frontier.

**Fire Marshal's Report - (See attached report)**

Fire Marshal Cappucci distributed his report. He conducted 49 inspections and no fire investigations this month. October is Fire Prevention Month and the Fire Marshal with firefighters Gerry Case, Nate Case, Anthony Berardesca, and Russ Arpaia will see close to 700 children over the course of the fire prevention visits. In addition, he and Anthony Berardesca participated in the JCC health fair.

**Chairman's Report-**

None

**Executive Session**

None

**Action on matters heard in Executive Session**

None

**Correspondence**

We received a thank you from Kindergarteners at BRS for coming to do a fire safety presentation. A letter from Ellen Scalettar was read.

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

None

**Approval of DRAFT minutes of Regular Meeting 9/19/16 & Special Meeting 10/4/16**

Deferred

**Next Meeting date:**

The next meeting will be November 21, 2016.

**Adjournment**

**MOTION** (HORTON/SOUFRINE) to adjourn. With unanimous approval, the meeting adjourned at 7:26 pm.

Respectfully submitted,

Secretary Michael Soufrine  
Board of Fire Commissioners

Aimee Cotton Bogush, Clerk  
Board of Fire Commissioners