

TOWN OF WOODBRIDGE
Board of Fire Commissioners
Minutes of Meeting
Monday, March 15, 2021
Woodbridge Fire Department -**ZOOM ONLY**

Present: *Chairman Karen Baldwin-Kravetz, Commissioner Bruce Mandell, Commissioner Stephanie Ciarleglio, Chief Sean Rowland, Assistant Chief Chris Bahner, Fire Marshal Joe Cappucci, Nate Case (Executive Board Liaison), Joseph Crisco (Board of Selectman Liaison to the Fire Commission)*

Absent: *Vice Chairman Michael Horton, Secretary Mike Soufrine, Susan Jacobs (Liaison Board of Finance)*

Call to Order

With a quorum (3 Commissioners present), Chairman Karen Baldwin-Kravetz convened the meeting at 6:10pm

Public Comments

None

Liaison Comments

Joe Crisco thanked the department for service

Chairman's Report

Chairman Baldwin-Kravetz reserved dispatch discussion for Executive Session

COVID-19 Update

Chief Rowland gave a summary.

The entire Department received their 2nd shots and is fully vaccinated. The FD will still be taking precautions (wearing masks in FH, Tyvek suits when an imminent threat is advised at a call)

Review Current Financial Statements

Year-to-Date FC Operating Budget and Capital Budget

Chief Rowland pulled up the reports on the screen. We continue to keep an eye on R&M Machine. It will be close, but we still have money in the available budget, which is very good compared to previous years when we had to request additional funding. Trucks are going out for service for P&M. Rescue 1 went out today and once back, the next truck will go out. Cleaning line #53100 will be over budget. The FH is cleaned by outside cleaning company 2x a week and we will continue to do that until January 2022 -better to be safe than sorry).

Chairman Baldwin-Kravetz asked for a review of the cleaning/Willie's role. Chief Rowland responded the FH is cleaned by outside cleaning company 2x a week (vacuum, wipe down everything, clean bathrooms). We also have hired a part time custodian – 19 hours a week. Willie cleans the building and give another layer of protection by deep cleaning the truck and decon the building with the Aeroclave machine. Willie is a sub-contractor (retired from the Town). Discussion followed.

Shed- BOS met a few weeks ago and decided for the FD to completely vacate the old FH and move forward with the shed in the back of the current FH. The WVFA is fundraising to cover \$100,000 to offset the cost (\$500,000). The Town is meeting with a bond council and will meet again with the BOS. There will be a vote or referendum with the Town. Discussion followed.

Fire Chief’s Report – Fire Chief Rowland

Structure Fire: Peck Rd a few weeks ago. FD used Engine 3. There was an issue with the cab system. Chief is on the phone with E-1 as it is a programming issue. The FF’s contained the fire to the garage and saved the house. Chairman Baldwin-Kravetz thanked the department for their performance. Discussion followed.

Chief continued that there has been an influx with mutual aid calls. The FD was in Southbury the other day for 5 hours for a brush fire (needed a tanker).

WVFA Fundraising: Family Dinner on March 20th. Promoted on Facebook and FD website. Completely contactless event. First Fundraiser to offset the shed in the back. Commissioner Bruce Mandell commented that the FD may not want to call it a “shed” as the residents may think that is something they may have in their backyard and why does it cost \$500K. From a marketing standpoint, we should give it a name. Chief took note of this idea. Discussion followed.

Air Packs: Chief continued this is a new issue as the Air packs have a 15-year life span. 10 are coming due and we forgot to budget for this. Chief is speaking to Tony about covering the expense. Chairman Baldwin-Kravetz remarked that the Board can assist in speaking with the Town if need be.

WFD Activity report- Assistant Chief Bahner

Assistant Chief Bahner reviewed the number of calls/FF hours from January and February as well as mutual aid calls for Southbury, Orange, and Ansonia. We are virtually the same at this point as 2020.

Fire Marshal’s Report – Fire Marshal Joseph Cappucci

FM Cappucci discussed his report: 38 appointments: 17 inspections, 7 consultations, 1 plan reviews, 7 legal, 5 investigations, 1 public education. The FM was in a deposition for 4 hours this past month for the JCC Fire by the attorneys from the insurance company. The Peck Hill Fire cause is undetermined.

EXECUTIVE SESSION:

BALDWIN-KRAVETZ requested to go into Executive Session and invite Chief Rowland

MOTION (MANDELL) TO GO INTO EXECUTIVE SESSION

MOTION SECOND (CIARLEGIO)

With unanimous ROLL CALL APPROVAL, the BOFC entered Executive Session at 6:32pm

Adjournment

Executive session ended at 7:24pm, no actions were taken. Meeting adjourned at 7:26pm.

Respectfully submitted,

Tina O’Connor Clerk
Board of Fire Commissioners

Michael Soufrine
Secretary