

**TOWN OF WOODBRIDGE**  
**Board of Fire Commissioners**  
Minutes of Special Meeting  
Monday, March 28, 2022  
Woodbridge Fire Department -via ZOOM  
[https://youtu.be/Q\\_Pg\\_dz9CiE](https://youtu.be/Q_Pg_dz9CiE)

Present: *Chair Karen Baldwin Kravetz, Secretary Stephanie Ciarleglio, Commissioner Bruce Mandell, Commissioner Pasquale Izzo, Chief Sean Rowland, Assistant Chief Ted Pocwierz, Fire Marshal Joe Cappucci, Nate Case (Executive Board Liaison), Joseph Crisco (Board of Selectman Liaison to the Fire Commission), Donavon Lofters (Liaison Board of Finance)*

Absent: *Vice Chairman Michael Horton*

**Call to Order**

With a quorum (4 Commissioners present) at roll call, Chair Karen Baldwin Kravetz convened the meeting at 6:05 p.m.

**Public Comment**

None

**Liaison Comment**

Joseph Crisco (Board of Selectman Liaison to the Fire Commission) thanked the FD for their hard work and greatly appreciates their service.

**Chairman's Report**

Reserved for Executive Session.

**COVID-19 Update**

Chief Rowland gave a summation.

COVID cases are on the decline. The Town is in "yellow." We may resume in person BOFC meetings next month if cases remain on the decline.

**Review Current Financial Statements**

Year-to-Date - Operating Budget

Chief Rowland displayed the Operating Budget on his screen.

There are a few line items to keep an eye on. As discussed in the last meeting, the P/T Maintenance line will go over. The Chief has met with the Finance Director and he (as well as the BOS and BOF) are aware of this overage. We will fund this item at the end of the year. This line item pertains to Willie (part time custodian) to clean the Firehouse (COVID related). Chief continued. R & M Machine: This line will go over, but we still do not know by how much yet. This line is for equipment, truck maintenance. Chief continued. Gear replacement line item will go over. As previously covered, we have had an influx of new members (good news). Gear must be replaced every 10 years per fire retardant regulations.

Communications/Telephone line item will run over (amount is not known yet). The BOS and BOF are aware. Electric line item. We have discussed this in previous meetings. The good news is that the \$800 lighting upgrade monthly charge should end in May, so we will not have this problem next year. The Hydrant line item looks good as we have had no major repairs.

Chief continued. Everything is going up due to supply issues. The cost has skyrocketed, and fire service is affected. Discussion followed.

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

Chief discussed the following. Last week the Truck Crew Committee (Chief Rowland, Jim Kaoud, Paul Konwerski) met with representatives from Rosenbaum who flew in from MA and MN to go through the entire specs for the new Engine 9. It is called a “pre-con” meeting. The meeting was held Monday from 8:00am to 9:30pm and Tuesday from 8:00am to 5:00pm. The truck is moving forward and will go into production. We should take delivery in 18 months. Chief continued. Engine 3 has been out of service for the last month and a half due to compressor issues. There are multiple firms involved trying to rectify the problem. The truck was in Cromwell and is on its way to Greenwood. They are flying out a tech from Florida to assist. We hope to have the engine back in service as soon as possible. Discussion followed. Last week the Chief spoke with the Finance Director regarding Radio and Air Pack replacement. Since financing is lower now, we are looking to replace (order) everything in June. Chief continued. Some good news. He spoke with Beth and the Town will receive a 2 million grant that hopefully the Governor will sign next week. Several projects can move forward, including the Old Firehouse and the Shed. The Association has purchased a Lukas 3 device (several years ago they purchased a Lukas 2 device) which will be given to Medic 54. This device saves lives as it delivers high-performance, continuous chest compressions. The WVFA really stepped up and came through for the Town. Chair Karen Baldwin Kravetz thanked the Association for their efforts. Lastly, the Snowflake dance will not be held in April. The Chief spoke with Beth and the FD will have a similar event on May 21<sup>st</sup> at the FH. The Rum Runners will be playing. We have not had many fundraising events and are in desperate need of raising funds.

### **WFD Activity report- Assistant Chief Pocwierz**

Assistant Chief Pocwierz discussed the February incident reported hours and type of calls which were previously submitted to the BOFC. Assistant Chief continued that with 18 calls, this was the slowest February month in recent years.

### **Fire Marshal's Report – Fire Marshal Joseph Cappucci**

FM Cappucci discussed his report: fifty-two appointments: 31 inspections, 11 plan reviews, 10 consultations. The Fire Marshal continued. Things are starting to pick up in the Town. There will be work performed at the high school in the Superintendent's office over the summer, as well as a big job at the water company. Chief Rowland commented that there are houses being built on Merrit Avenue. The Fire Marshal stated that these duplexes are not part of his involvement.

### **Approval of February Meeting Minutes**

BALDWIN KRAVETZ requested a motion to approve the meeting minutes from February 16, 2022.

MOTION (IZZO) TO APPROVE FEBRUARY MEETING MINUTES

MOTION SECOND (MANDELL)

With unanimous ROLL CALL APPROVAL, the BOFC APPROVED THE FEBRUARY MEETING MINUTES AS PRESENTED

### **Correspondence**

None

### **Next meeting date April 18<sup>th</sup>**

This date conflicts with Town budget meetings. The regular scheduled meeting for April 18<sup>th</sup> has been cancelled and tentatively scheduled for April 25<sup>th</sup>

**Executive Session**

BALDWIN KRAVETZ requested a motion to go into Executive Session and invite Chief Rowland and Nate Case

MOTION (IZZO) TO GO INTO EXECUTIVE SESSION

MOTION SECOND (MANDELL)

No discussion.

With unanimous ROLL CALL APPROVAL MOTION CARRIES AND the BOFC entered Executive Session at 6:24.

**Adjournment from Executive Session**

Executive session ended at 6:37pm. No actions were taken

**Adjournment**

MANDELL requested MOTION TO ADJOURN

MOTION SECOND HORTON

With unanimous ROLL CALL APPROVAL, the BOFC MEETING ADJOURNED at 6:37pm

Respectfully submitted,

Tina O'Connor Clerk  
Board of Fire Commissioners

Stephanie Ciarleglio  
Secretary