

## **TOWN OF WOODBRIDGE**

### **Board of Fire Commissioners**

Minutes of Meeting

Monday, July 18<sup>th</sup>

Woodbridge Fire Department -via ZOOM

<https://youtu.be/PxKX-1ET16U>

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- arrived on line at 6:18pm), 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 6:02 p.m. Chair Karen Baldwin Kravetz noted that per an email from Beth, there has been a change in the Town policy regarding liaisons. Liaisons are no longer required to attend the monthly meetings but are always welcome.

#### **Public Comment**

None

#### **Liaison Comment**

None

#### **Chairman's Report**

Reserved for Executive Session.

#### **COVID-19 Update**

Chief Rowland gave a summation.

COVID cases still around. The state average is over 10% which is pretty significant. A couple of members tested positive and or their family members. We have the mask mandate in place and are monitoring the situation.

#### **Review Current Financial Statements**

Year-to-Date - Operating Budget

Chief Rowland displayed the Operating Budget on his screen. We just started a new fiscal year. You will see some line items are at 100% - these are blanket P.O.'s pulled for R&M. Other areas such as Radio are at 77% (encumbered \$130,000). There is a \$108,000 P.O. for monitoring for the radio system. Town entered into this agreement. Discussion followed. We are only 18 days into the new fiscal year, so everything is relatively new.

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

Chief discussed the following.

Engine 3: Back in Service (out since February). There is a question of whose warranty is covering the fix. It has been working properly since we got it back and has been on calls. Engine 2: Will be changing the emergency body lights which shortened out. Replacements will be LED (\$400 per light, estimated total is

\$2000). Rescue 1: Replacement of tires. Per DOT standards, tires must be replaced on fire apparatus every 7 years. Donavon Lofters (Liaison Board of Finance) asked if the old tires can be sold back. Chief Rowland commented that the tires will be given to PW if they need that tire size. Chief continued. Looking at quotes for 10 new air packs. We purchased 30 about 5 years ago. Air packs have a shelf life and have to be replaced. Chief has been in contact with Tony Genovese to figure out how to pay for these – looking at state bid's. We will also need to replace the portable and truck radios. Chief has been working with Tony Genovese on this as well. Discussion followed. Lastly, we hope to have fireworks at Truck or Treat this year. We are working with the Town to get permits in place.

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

Assistant Chief Pocwierz opened his report which was sent to the BOFC prior to the meeting. We haven't met in a few months, so there was a lot of data. Asst. Chief continued with the number and type of calls.. There has been a change to recording MVA's. The State requires breaking out the report with regards to spills of oil/ gas. They want to track these spill locations.

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

FM Cappucci discussed his report of inspections since the last meeting in March: 217 appointments: 154 inspections, 25 plan reviews, 18 consultations, 8 public education, 1 legal, 11 investigations. Fire Marshal stated with 25 plan reviews the Town is picking up which is a good thing. There has been 3 cars stolen and dumped in Woodbridge since the start of this year. Some involved a shooting and/or a car fire and the arson dog was called in (reports are just being finalized). Some cases the dog would test positive. Chair Karen Baldwin Kravetz asked what that meant. Fire Marshal commented a positive test would indicate an accelerant was present.

### **Approval of March Meeting Minutes**

BALDWIN KRAVETZ requested a motion to approve the meeting minutes from March 28, 2022.

MOTION (IZZO) TO APPROVE MARCH MEETING MINUTES

MOTION SECOND (CIARLEGLIO)

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

### **Correspondence**

Chief Rowland received a thank you note from a member of the JCC who was stuck in the elevator. The WFD was dispatched for a rescue.

### **Next meeting date August 15<sup>th</sup>**

The BOFC unanimously agreed to cancel the August meeting.

The BOFC unanimously agreed to move the start time of the September 19<sup>th</sup> meeting to 6:30pm

### **Executive Session**

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

MOTION (IZZO) TO GO INTO EXECUTIVE SESSION

MOTION SECOND (CIARLEGLIO)

No discussion.

With unanimous ROLL CALL APPROVAL MOTION CARRIES AND the BOFC entered Executive Session at 6:22pm

### **Adjournment from Executive Session**

Executive session ended at 6:45pm. No actions were taken

**Adjournment**

MANDELL requested MOTION TO ADJOURN

MOTION SECOND IZZO

With unanimous ROLL CALL APPROVAL, the BOFC MEETING ADJOURNED at 6:45pm

Respectfully submitted,

Tina O'Connor Clerk  
Board of Fire Commissioners

Stephanie Ciarleglio  
Secretary