

# Town of North Branford

## Board of Fire Commissioners

### MINUTES

**SPECIAL MEETING, COMPANY #2 FIREHOUSE**

**SEPTEMBER 23, 2008**

**CALL TO ORDER:** Chairman Civitello called the meeting to order at 7:04 p.m. with the pledge of allegiance to the flag.

**ROLL CALL:** Chairman Joseph Civitello, Vice-Chairman Donald LaBanca, Commissioners James Blakeslee, John Florio and Angelo Tosi.

**OTHERS:** Officers: Chief William Seward III, Deputy Chief Anthony Esposito, District Chief Mark Amatrudo, Fire Inspector John O'Brien, Captains John Florio and John Onofrio.

**AGENDA ITEM #3:** The job descriptions for Fire Police, Deputy Chief of Training, and Assistant Chief of Training were discussed. It was noted that fire ground authority was inadvertently omitted from the description for Deputy Chief of Training. Regarding the Fire Police, the Board felt that a maximum number of fire police should be added to the description and a typographical error was corrected on page 3. A motion was made by Commissioner Blakeslee and seconded by Commissioner Florio to adopt the job descriptions, with the changes made, for Fire Police, Deputy Chief of Training and Assistant Chief of Training. On roll call vote, all in favor. Copies of the corrected job descriptions are attached.

**AGENDA ITEM #4:** Several changes to the Rules and Regulations were proposed and discussed. The role of District Chief has been eliminated from the document presented. Language changes relating to the new description for Deputy Chief of Training and the new position of Assistant Chief of Training were highlighted in the Rules and Regulations as well as officially naming the Fire Police as a Unit. After discussing changes made to the individual sections, Commissioner Blakeslee made a motion that was seconded by Vice-Chairman LaBanca that the BOFC accept the changes to the Rules and Regulations. On roll call vote, all in favor. Copies will be provided to all members for inclusion in their reference manual red books.

**AGENDA ITEM #5:** The Organizational Chart for the Fire Department was presented to the Board. After some discussion, Vice-Chairman LaBanca made a motion that was seconded by Commissioner Blakeslee to accept the revised Town of North Branford Fire Department Organizational Chart 2008. On roll call vote, all in favor. A copy of the Chart is attached.

**ADJOURNMENT:** A motion was made by Commissioner Tosi and seconded by Vice-Chairman LaBanca to adjourn the meeting at 7:42 p.m. On roll call vote, all in favor.

Respectfully submitted,

Diane B. Whalen  
Board Clerk