

Town of North Branford

Board of Fire Commissioners

MINUTES

REGULAR MEETING, COMPANY #1 FIREHOUSE

APRIL 7, 2011

CALL TO ORDER: Chairman Civitello called the meeting to order at 7:32 p.m. with the pledge of allegiance to the flag.

ROLL CALL: Chairman Joseph Civitello, Vice-Chairman Angelo Tosi (arrived within minutes of roll call) and Commissioners Anthony DellaCamera and Daniel Munro. Commissioner James Blakeslee was absent.

OTHERS: Officers: Fire Chief William Seward, III, Deputy Chief Anthony P. Esposito, Jr., Deputy Fire Marshal John O'Brien (arrived at 8:25 p.m.), Captain Ken Neubig and Lieutenant Joseph Manzi.

PUBLIC HEARINGS AND COMMENTS: Lieutenant Manzi noted that Company #3 has the following fundraisers planned: April 23rd Blood Drive, May 2nd-4th door to door campaign, and pizza on May 20th, June 17th, July 15th and September 16th. Company #2 informed the Board of their golf tournament during the third week in June and a possible mailing for a fundraiser. The Board gave their approval. The Chief reminded the Companies that the waiver form and indemnification form must be completed for each fundraiser.

READING OF PREVIOUS MINUTES: The Minutes from the January, February and March meetings required Board approval. Commissioner DellaCamera made a motion that was seconded by Vice-Chairman Tosi that the Board of Fire Commissioners (BOFC) approve the Minutes from the Regular Meeting of January 6, 2011. On roll call vote, three in favor and one abstention by Commissioner Munro as he was absent from that meeting. The February meeting could not be approved as there was not a quorum of the same members present from that meeting. Commissioner DellaCamera made a motion that was seconded by Commissioner Munro that the BOFC approve the Minutes of the Regular Meeting of March 3, 2011. On roll call vote, three in favor and one abstention by Vice-Chairman Tosi as he was absent from that meeting.

NOTICES AND COMMUNICATIONS: Chief Seward informed the Board that the Department received Fire Engineering Magazine's Appreciation Award for their active participation in a training video shot in East Haven.

DEPARTMENTAL OFFICERS' REPORTS: The Fire Marshal's Report for March listing 139 calls was distributed as well as the reports from Deputy Chief Anthony Esposito, Jr., Deputy Chief Training Officer Robert Colangelo and Assistant Chief of Training Mark Amatrudo. The Ambulance Activity for the month of February was also distributed as well as alarm data.

COMMISSION COMMITTEE REPORTS: Ambulance: It was noted that there are many ALS calls and the paramedic service is now in effect. Purchasing and Budget: The Chief gave a presentation to the Council on the Saturday before budget hearings which was excellent. The Council was appreciative of the information and didn't cut the budget.

REPORT FROM CHIEF: Chief Seward's memorandum to the Board regarding his report dated April 1st was distributed and is attached to the Minutes and made a part hereof. The Chief felt that it was great to be able to explain the necessary items requested by the Department to the Council members. He received positive comments and the operating budget that was approved by the Town Manager was left

unchanged. He explained that fire hose was needed to replace existing hose at a cost of \$10,000, \$37,500 was budgeted for pager replacement and \$75,000 for the fire equipment reserve. The Council also provided for replacement of 54 sets of turnout gear at a cost of \$108,000. He noted that the paramedic program began on March 26th and they had their first save – a cardiac arrest. A grant application was submitted to possibly relocate an Emergency Operations Center at the Town Hall. Tower 1 has now been repaired at a cost of \$13,887 and the Board and Department were appreciative to New Haven for the use of their aerial truck for approximately four weeks. The Chief also provided the power point presentation to the Board that he gave to the Council. There was some discussion about the turnout gear and how long it would take to order it and receive the gear. It was noted that the order would have to wait to be placed until July 1st. There was concern that the new eight firefighters would need gear. The Board encouraged the Chief to check into whether he could use some monies from this year for gear and then reimburse that account with the July 1st monies.

UNFINISHED BUSINESS: None.


NEW BUSINESS: Fundraising issues were discussed and Company #1 stated that there would be no more car washes connected with the school system as there is too much hassle involved. Commissioner Munro questioned who was in charge of Station #4 and he was informed that the Town owns it.

PUBLIC HEARINGS AND COMMENTS: Chief Seward informed the Board that former Commissioner Joseph Tulli was ill and possibly the Board should send him a fruit basket and the BOFC agreed. Chief Seward noted that there is an event scheduled for April 16th in support of the “Wounded Warriors Project” in which teams will compete doing pushups. He encouraged members to participate in the event. He also noted that Matt’s Mission takes place May 22nd and would like monetary support from each Company in the name of the Department. Building rentals were discussed and the members were advised that the Board can not negotiate their rents. The three fire Captains should speak directly to the Town Manager and then advise the Board of the results.

WELFARE OF THE COMMISSION: Captain Neubig suggested that those who will march in the Memorial Day Parade should practice first so that everyone is in step and looks professional. The Chief would like all to wear their dress uniforms and the Captains should perform a preinspection prior to the parade.

ADJOURNMENT: A motion was made by Vice-Chairman Tosi, seconded by Commissioner Munro, to adjourn the meeting at 8:46 p.m. On roll call vote, all in favor.

Respectfully submitted,



Diane B. Whalen
Board Clerk

FIRE DEPARTMENT • TOWN OF NORTH BRANFORD, CT



**FIRE CHIEF'S REPORT
TO THE
BOARD OF FIRE COMMISSIONER'S**

TO: Joseph Civitello
Chairperson, Honorable Board of Fire Commissioners
FROM: Chief William Seward, III
DATE: April 1, 2011

The following information is a summary of business conducted by the Chief:

FY 2011-12 OPERATING BUDGETS

On Saturday, March 26th the Chief presented an overview of the Fire Department's administration and operations to members of the Town Council at a special meeting in Town Hall. The PowerPoint presentation focused on the department's status, response, safety, fire ground operational requirements, apparatus status, personnel and equipment. During this session members of the town council asked questions concerning our needs and budget history. The most important point discussed surrounded the insufficient numbers of approved personal protective firefighting clothing. The council requested the Chief to establish a list of out dated PPE which was done and submitted to the Town Manager on Wednesday, March 30. The examination of PPE demonstrated the need for approximately 54 sets of new PPE; many members are using gear greater than 10 years old.

PARAMEDIC PROGRAM

Also on Saturday, March 26th a "ribbon cutting" ceremony was held at Town Hall commencing the implementation of the Fire Department's Mobile Intensive Care Paramedic (MICP) service to the community of North Branford. The upgrade from BLS to MICP emergency medical service delivery is the direct result of hundreds of hours of work by many individuals as well as support from the town administration.

EMERGENCY MANAGEMENT ACTIVITIES

The Chief prepared a DEMHS Grant Application for the request of funds to install a backup power generator to be installed at Town Hall. Based upon our population, if awarded to the town, the grant is capped at \$50,000 and the town would be required to make the difference up with local funds. (This is a non-matching grant) According to DEMHS communities should be notified in the beginning of April on the awards. The installation of a generator in town hall will facilitate the move of the town's emergency operations center from police headquarters to a newly established area in town hall that will improve the effectiveness of an EOC.

SIMULCAST RADIO SYSTEM UPGRADE (COPS GRANT)

The Chief provided town hall officials with an equipment list for the fire department's simulcast system. A purchase order was initiated by the town (see attached). Staff will continue to work on details surrounding the exact location for a District 1 transmitter.

OTHER BUSINESS

- The Chief worked with Travelers Insurance regarding the replacement of 5" hose for Engine 3 – 900 ft.
- The Chief attended the March meeting of the CT Fire Department Instructor's Association in New Haven
- The Chief arranged for the use of a Tower Ladder from the City of New Haven to be used while Tower 1 is being repaired; training was provided for Nbfd personnel in its operation.
- The Chief attended a training session on the use of the new Region 2 "Live Fire Training Trailer."
- The Chief attended the staff meeting for the Region 2 Incident Management Team
- The Chief attended the Region 2 REPT Steering Committee meeting in Guilford as the ESF#10 Coordinator
- The Chief attended a State Hazmat Team Coordinators meeting.
- The Chief ordered all medications and related equipment for the MICP program and assisted in its inventory and stocking; arranged for the OEMS inspection and executed the controlled substance policy.

