

# Town of North Branford

## Board of Fire Commissioners

### MINUTES

REGULAR MEETING, COMPANY #2 FIREHOUSE

SEPTEMBER 6, 2012

**CALL TO ORDER:** Chairman Civitello called the meeting to order at 7:35 p.m. with the pledge of allegiance to the flag. He then asked that everyone observe a moment of silence for Commissioner Dan Munro who recently passed away.

**ROLL CALL:** Chairman Joseph Civitello, Vice-Chairman Angelo Tosi and Commissioners Anthony DellaCamera and Ed Prunier.

**OTHERS:** Officers: Fire Chief William Seward, III, Deputy Chief Anthony P. Esposito, Jr., Deputy Chief/Training Officer Robert Colangelo, Assistant Chief/Training Officer Mark Amatrudo, Deputy Fire Marshal John O'Brien, Captains Rich Lennon, Ken Neubig and Gene Stabile, Lieutenants Ken Ash, Jason Conway, Tom Hart and Gary Steck, and Foreman William Seward, IV.

**PUBLIC HEARINGS AND COMMENTS:** Company #1 member Kevin Lyon advised the Board about their fundraising collection planned for the weekend of October 13-14<sup>th</sup>. They will either collect at the intersection of Routes 22 and 80 or at the entrance to Big Y. The Chief felt they should move their collection to the Town Hall intersection at Routes 80 and 22.

**READING OF PREVIOUS MINUTES:** Commissioner DellaCamera made a motion, seconded by Vice-Chairman Tosi, that the BOFC approve the Minutes of the June 7, 2012 Meeting. On roll call vote, three in favor and one abstention by Commissioner Prunier due to his absence from the June meeting.

**NOTICES AND COMMUNICATIONS:** The Board received an invitation to the September 18<sup>th</sup> meeting of the New Haven County Fire Commissioners' Association at the new Branford Fire House that will include a tour after the meeting. The Board will discuss who will attend this meeting. A letter was received from Wallingford's Fire Chief Peter Struble re the structure fire at the Silver Pond Apartments expressing his appreciation for the department's assistance in battling the blaze. The department is invited to attend a 20<sup>th</sup> Annual Firefighters/EMS Mass on October 6<sup>th</sup> at 5:00 p.m. in the Cathedral of St. Patrick, Norwich. Andrew Macmillen forwarded a letter requesting approval to change his status from firefighter to "active retiree status" due to his retirement age. Vice-Chairman Tosi made a motion, seconded by Commissioner Prunier, to accept the retirement request from Andrew Macmillen effective August 28<sup>th</sup>. On roll call vote, all in favor.

**DEPARTMENTAL OFFICERS' REPORTS:** The Fire Marshal's Reports for June listing 140 calls, July listing 145 calls and August listing 166 calls were distributed to the Board. Reports were received and distributed from Deputy Chief Anthony Esposito, Jr., Deputy Chief/Training Officer Robert Colangelo and Assistant Chief/Training Officer Mark Amatrudo. The alarm data and Ambulance Activity Reports were also distributed for the months of May, June and July, 2012.

**COMMISSION COMMITTEE REPORTS:** Transportation: Chairman Civitello requested that Commissioner DellaCamera attend the Company #1 meetings regarding selection of a fire truck. Pension: There will be a meeting in November.

**REPORT FROM CHIEF:** Chief Seward's memorandum to the Board regarding his report dated August 29, 2012 was distributed and is attached to the Minutes and made a part hereof. The Chief gave an update on the Simulcast system and noted that because the Town refused to go to bid for the system and award the contract to a vendor, the equipment had to be purchased off the state contract. The larger issue is that

installation was not covered and he is now receiving additional bills for installation. He provided photos of the exposed cable at the Reeds Gap Road tower site and wondered why the Town is not monitoring it and fixing the situation. The Chief advised the Board of the situation with the ambulance billing procedures and stressed that the electronic patient reports are required to be completed in full in order for billing to occur. There are approximately 252 calls that haven't been billed and the Chief is working on resolving the issue. He noted that 75 new pagers have been programmed and Deputy Chief Esposito will distribute them. The department has received printed materials for the implementation of the Volunteer Workforce Solutions Project aimed at recruitment and retention of firefighters. Hose and ladder testing has been completed and although the ladders have passed, many hoses need replacement. The Hurst extrication tool requires repair work as well. All the priority one issues relating to the extrication equipment will be addressed. He is working with vendors on the replacement of Rescue 11. The former probate court has been transformed into the EOC and an exercise was held on July 30-31<sup>st</sup>. The Chief suggested that the October Board meeting be held at the Town Hall so that the Board can view the newly created EOC. The Chief distributed an Annual Report that encompassed the period July 1, 2009 to June 30, 2012 as requested by the Interim Town Manager.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** Discussion and Action re: Reappointment of Assistant Chief/Training Officer Amatrudo for a two-year term from October 1, 2012 to September 30, 2014. Chief Seward felt the department performs many hours of training including every Monday evening and he recommends that the staffing levels be maintained. He recommended that Mark be reappointed. The Board commended Mark and agreed that training is going well. Vice-Chairman Tosi made a motion seconded by Commissioner Prunier that Assistant Chief/Training Officer Mark Amatrudo be reappointed for a two-year term from October 1, 2012 to September 30, 2014. On roll call vote, all in favor. The Chief noted that the State Convention Parade is being held in North Haven on September 16<sup>th</sup> and he will work on staffing our firehouses for that day. A firefighter I class is beginning in October and six people are interested. East Haven has interested people for the class so the two towns will work together with instructors, etc. The Chief advised the Board that a request was received from the New Haven Sponsor Hospital Program (NHSHP) to incorporate NBFD as a clinical rotation site for paramedic students. They will ride on the ambulance to gain experience but there is no pay involved. An agreement that includes liability coverage provisions would be required to be signed and accepted by both parties. Commissioner DellaCamera made a motion, seconded by Vice-Chairman Tosi, that the BOFC give their approval for the Chief to sign the clinical agreement with the NHSHP. On roll call vote, all in favor.

**PUBLIC HEARINGS AND COMMENTS:** None.

**WELFARE OF THE COMMISSION:** Deputy Chief Esposito advised the Board that the Pension Stats for 2011 through 2012 should be available at the next meeting.

**EXECUTIVE SESSION:** Commissioner DellaCamera made a motion that was seconded by Commissioner Prunier to amend the Agenda to dismiss the Executive Session as it was not needed. On roll call vote, all in favor.

**ADJOURNMENT:** A motion was made by Vice-Chairman Tosi and seconded by Commissioner DellaCamera to adjourn the meeting at 9:11 p.m. On roll call vote, all in favor.

Respectfully submitted,

Diane B. Whalen  
Board Clerk