

Town of North Branford
Board of Fire Commissioners

Town Mgr

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SEP 11 2014

Town Manager's Office

MINUTES

REGULAR MEETING, COMPANY #2

SEPTEMBER 4, 2014

CALL TO ORDER: Chairman Civitello called the meeting to order at 7:36 p.m. with the pledge of allegiance to the flag.

ROLL CALL: Chairman Joseph Civitello, Vice Chairman Ed Prunier and Commissioners Kenneth Ash and Andrew Campion. Commissioner Anthony DellaCamera was absent.

OTHERS: Officers: Chief William Seward, III, Deputy Fire Marshal John O'Brien, Captains Richard Lennon and Ken Neubig, Lieutenants Kevin Lyon, Corey Roberts and Steve Torino and Foreman Henry Rak.
OTHER INTERESTED PARTIES: Mayor Anthony Candelora, Board liaison.

PUBLIC HEARINGS AND COMMENTS: None.

READING OF PREVIOUS MINUTES: The Minutes of the May 1, 2014 and June 5, 2014 Meetings could not be approved as all of the Commissioners present at those meetings were not in attendance.

NOTICES AND COMMUNICATIONS: Craig Paulsen submitted a letter of resignation from the fire police. A thank you letter from Pam Gery and Roseanne Krajewski was read regarding the department's assistance at the Potato Festival.

DEPARTMENTAL OFFICERS' REPORTS: The Fire Marshal's Reports for July with 161 calls and August with 131 calls were distributed. Reports were distributed from Deputy Chief/Training Officer Colangelo and Assistant Chief/Training Officer Amatrudo. The Chief advised the Board that they will also be receiving the Fire Marshal's report in a new format detailing their daily activities. An issue with two of the fire hydrants at NBIS was discussed as they were found not to have water. There was a discussion about private hydrants and it was determined that the Fire Marshal can mandate testing and inform the owners that it is their duty to maintain the hydrants.

COMMISSION COMMITTEE REPORTS: Chairman Civitello noted that the new BOFC member will replace former member Gallicchio on the committees including the pension committee. Chairman Civitello requested that status updates of budget amounts be provided to the Board at least every other month.
Purchasing and Budget: Chief Seward explained to the Board that he appeared before the Town Council to explain the budget overages incurred in the past fiscal year. He noted that the department spent \$26,555 over the budgeted items. Some overspent line items were technical supplies, increases in heating and motor fuel, telephone conversion in the firehouses to Comcast and the increased costs for physicals.

REPORT FROM CHIEF: Chief Seward's memorandum to the Board regarding his report dated September 2, 2014 was distributed and is attached to the Minutes and made a part hereof. Chief Seward acknowledged the newest Board member, Andrew Campion, who introduced himself. He is a former New Haven firefighter with many years of experience and he enjoys volunteer work. There continue to be ongoing issues with the Nexgen system and the firehouse software. A meeting was held to discuss sensitive data that was being included when alarms were transmitted. Nexgen has resolved the issue. He reported on the status of the tanker for Company #3 and noted that the original company that was to make the tanker is no longer making tankers. More money will probably be required as other vendors are charging approximately \$50,000 more. Chief Seward has been attending CMED meetings and noted that a decision has to be made by

November 1st as to whether a town is staying in or getting out. The termination date will be January 1st. He felt that many towns will pull out of CMED. He noted that patient care and response times will not be affected. He provided a chart to the Board regarding ambulance revenue information and expenses that shows the revenue has increased approximately \$50,000 and expenses decreased \$14,811.

UNFINISHED BUSINESS: Chief Seward noted that there are questions regarding the ordinances that were proposed by the Board and it was suggested that the Town Attorney be invited to the October meeting to explain any issues.

NEW BUSINESS: The Chief informed the Board that JJ Sullivan is interested in Ciro Road property for propane tank storage for two 30,000 gallon tanks. Membership has recently reopened in the department and ten new applications have been received. UNH has a new paramedicine program which will require students to ride along and some may actually volunteer, committing to four years. A site security plan at the schools will require a fire department representative on the committee and the Chief will include the Fire Marshal on the committee. He spoke of an awards ceremony in October that would recognize deserving individuals and asked for any input from the Companies. Commissioner Ash asked for periodic updates about the pension stats. There was a discussion and the Companies were told to bring any concerns or issues to the Board if they felt a member should make pension but did not. It was noted that upgraded software to track the pension stats is needed but it is expensive.

PUBLIC HEARINGS AND COMMENTS: Lt. Torino informed the Board that Company #3 will host a fried dough pizza event on September 13th. He noted that Company #3 did not receive a discount for the booth at the Potato Festival after his discussion with the Town Manager and Park & Rec Department. He also informed the Board that Company #3 will sponsor a fried dough pizza event on Veterans' Day providing free pizza to all veterans. He noted that the chairmen of the democratic and republican parties would also like to assist at this event and wondered if insurance would cover them. It was noted that a birthday event for Joanne Wentworth will be held on September 14th at Nataz. The department will host the New Haven County Fire Commissioners' dinner on September 17th at Company #1. Other events are: a photographer will take a photo of Rescue 11 for a calendar and the New Haven Fire Department will sponsor a 20th Annual Family Outing. The Branford Exchange Club will honor shoreline heroes from North Branford, Branford and Guilford on September 23rd at Woodwinds. The two fire department members to be honored will be former Captain Laura Burich and Lt. Tom Hart.

WELFARE OF THE COMMISSION: It was decided to invite the Town Attorney to the October meeting.

ADJOURNMENT: A motion was made by Vice-Chairman Prunier, seconded by Commissioner Ash, that the BOFC adjourn the meeting at 9:45 p.m. On roll call vote, all in favor.

Respectfully submitted,



Diane B. Whalen, Board Clerk



**TOWN OF NORTH BRANFORD FIRE DEPARTMENT
MONTHLY REPORT TO THE BOARD OF FIRE COMMISSIONERS
2014**

TO: Joseph Civitello
Chairperson, Honorable Board of Fire Commissioners
FROM: Chief William Seward, III
DATE: (July & August) September 2, 2014

NEXGEN PAGING

At the request of NBPD, the Chief met with Lt. Ripa and Sgt. Sperry, DC/T Colangelo along with staff from Nexgen regarding the information contained in the CAD notes transmitted to members on the remote access CAD screen. They expressed concern over law enforcement sensitive material included by dispatchers when transmitting alarms. Corrective action was taken by Nexgen to eliminate this data from our viewing. It was explained to NBPD staff that this system has been in place for about 4 years and to date, we have never heard of any violations of data sharing. The Chief stated to PD staff that there was no security breach by NBFD staff into the CAD system. Finally, all calls will be paged and dispatchers will not have options of page vs no page; this should eliminate NBFD members missing pages.

MEDIC 4

Medic 4 was returned to service, the Chief is waiting for a complete report from AEV and will forward this to the BoFC upon receipt.

AMBULANCE 44 REMOUNTING

Based upon language in the specification for the M4 remount project, there is no need to bid the remounting of Ambulance 44. A price quote was obtained and the project is moving forward. It is anticipated the unit will go to AEV by mid September.

TOWN FESTIVAL OPERATIONS

Department members provided fire watch and access control services for the town festival. The cost for said services have not been completed as of this report.

COMPANY 3 APPARATUS COMMITTEE

The Chief continues to discuss specifications with members on Tanker 3 and preparing a Request for Proposal (RFP).

CMED OPERATIONS & RFP

The Chief and Town Manager continue to attend meetings concerning New Haven CMED. On July 29 the town's RFP for EMS communications was opened with 1 respondent – CMED. The Chief will provide the Board with details.

HOSE & GROUND LADDER TESTING

Fail Safe Fire Hose Testing conducted hose and ground ladder testing on 8/19. The Chief will provide the Board with an update.

OTHER BUSINESS/INFORMATION CONDUCTED BY THE FIRE CHIEF

- Attended the Region 2 REPT Steering Committee Meeting in Cheshire
- Attended the Department Head meetings at Town Hall
- The Chief prepared a FY 2013-14 Summary of Activity Report (see attached).
- Prepared Salamander ID's for new members
- The Chief discussed fire department capabilities and operations with regards to propane emergencies with the Town's Planning & Zoning Commission. A detailed report will be provided.
- PPE measurement is scheduled for September 15 at Station 1 starting at 1800 hours.
- Two (2) fire hydrants located on the NBIS property were discovered to have no water flow. The Chief met with the Fire Marshal who contacted the responsible party who facilitated the opening of a street valve that had been closed.
- The Chief continues to work with town mechanics on the apparatus preventive maintenance program.
- The Chief & Deputy Chief prepared the CT OEMS 2015 Ambulance Rate Application.