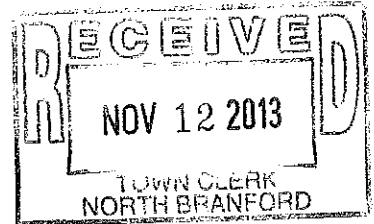


**Town of North Branford
Board of Fire Commissioners**



MINUTES

REGULAR MEETING, COMPANY #4

NOVEMBER 7, 2013

CALL TO ORDER: Chairman Civitello called the meeting to order at 7:30 p.m. with the pledge of allegiance to the flag.

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

OTHERS: Officers: Chief William Seward, III, Deputy Chief Anthony P. Esposito, Jr., Assistant Chief/Training Officer Mark Amatrudo, Deputy Fire Marshal John O'Brien, Captains James Asmus, Richard Lennon and Ken Neubig, and Foreman Vincent Rapuano.

RECOGNITION OF 2013 EMR CLASS: The recognition ceremony will be tabled until the next meeting when the participants can attend the meeting.

PUBLIC HEARINGS AND COMMENTS: Chief Seward thanked all who attended funeral services for his father.

READING OF PREVIOUS MINUTES: Vice-Chairman Prunier made a motion, seconded by Commissioner Ash, that the BOFC approve the Minutes of the October 3, 2013 Regular Meeting as presented. On roll call vote, all in favor.

NOTICES AND COMMUNICATIONS: None.

DEPARTMENTAL OFFICERS' REPORTS: The Fire Marshal's Report for October was received and distributed listing 137 calls. Reports were also distributed from Deputy Chief Esposito and Asst. Chief/Training Officer Amatrudo. The alarm data for August and September was distributed.

COMMISSION COMMITTEE REPORTS: Transportation: Chief Seward sent an email to all regarding the status of the construction of Rescue 1.

REPORT FROM CHIEF: Chief Seward's memorandum to the Board regarding his report dated November 4, 2013 was distributed and is attached to the Minutes and made a part hereof. He stated that even though there is one more scheduled trip for the final inspection of Rescue 1, he and several others will take an additional trip prior to the final inspection trip. He discussed the apparatus maintenance and noted that the strobe lights are being replaced with LED's. He supplied the Board with updated information on fire rescue and fire marshal billing. He informed the Board that he developed dropbox for the department and updated the organizational chart. A purchase order has been issued for three thermal imaging cameras. He will attend a regional meeting on November 15th regarding a joint grant possibility. He informed the Board of the upcoming ISO review and noted that it relates to fire response. The

ISO representative viewed the dispatch center and was impressed with it. He informed the Board that an Eagle Scout is working on the boat that was donated years ago for his project.

UNFINISHED BUSINESS: Fire rescue billing and charging for the fire marshal's plan reviews will be discussed at the next Board meeting as additional information was distributed at this meeting. The hose bed tarps for the two engines have already been ordered. There was a discussion on the training facility for the department and it was noted that this had been discussed with the previous Town Manager. Chief Seward suggested that the Board forward a letter to the Town Manager and Town Council regarding property for the training facility.

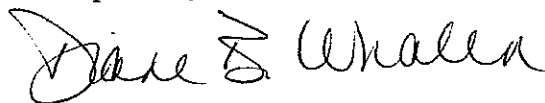
NEW BUSINESS: A revised list of pension statistics was provided to the Board listing seventy-seven individuals who have qualified for a pension. An individual must earn 25 points for attending meetings, drills, and training. The other 25 points are acquired from attending calls. Vice-Chairman Prunier made a motion, seconded by Commissioner Gallicchio, that the Board approve the Pension Statistics as presented. On roll call vote, all in favor. The Chief felt that additional money from the Town for our communication system would improve it considerably. He noted that there are still dead spots in Town and it is particularly noticeable during mutual aid calls. He will get prices from Dave Moffat and provide this information to the Board so that a request to the Council could be made.

PUBLIC HEARINGS AND COMMENTS: Deputy Chief Esposito informed the Board that an anonymous woman donated animal oxygen masks to the department. The department was very appreciative of the donation.

WELFARE OF THE COMMISSION: Items for discussion at the next meeting will be the billing issues for fire marshal and fire rescue.

ADJOURNMENT: A motion was made by Vice-Chairman Prunier and seconded by Commissioner Gallicchio to adjourn the meeting at 8:20 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
OCTOBER & NOVEMBER 2013**

TO: Joseph Civitello
Chairperson, Honorable Board of Fire Commissioners

FROM: Chief William Seward, III

DATE: November 4, 2013

APPARATUS CONSTRUCTION STATUS

The Chief continues to maintain an open line of communications with PL Custom/Rescue 1 concerning the construction of RESCUE 1. A Federal Q siren has been shipped to the factory and sizing for various tools has been obtained and provided to the vendor. The most recent information regarding completion is early January 2014.

AMBULANCE REMOUNT

There have been a number of issues with the recently remounted Medic 4 that have been addressed by representatives from American Emergency Vehicles (AEV) and International (through the Nutmeg IH) in North Haven. The Chief will present a verbal report on each.

INSURANCE SERVICES OFFICE (ISO) REVIEW

The Chief received a request from the CT ISO representative to initiate a comprehensive review of the town's community fire protection services. A meeting is scheduled for 11/6/2013 to discuss the process. The Chief will discuss the updated process during the meeting.

APPARATUS MAINTENANCE

Tower 1 has been serviced and pump tested; repairs made to the electrical and exhaust system. Brush 3 has had work done to repair leaks in the supply tank and fittings. Replaced alternator in Brush 2. Tire replacement on apparatus has been completed.

FIRE RESCUE BILLING

As discussed for some time, the concept of billing for work performed by the fire marshal's office and response to fire, motor vehicle accidents and hazardous material spills remains open for discussion. The Chief will provide the Board with updated reference documents for their review.

OTHER BUSINESS/INFORMATION

- The Chief attended the New Haven Area Special Hazards Team Board of Director meeting
- The Chief facilitated an After Action Review with East Haven FD and mutual aid responders for the recent airplane incident.
- The Chief discussed concerns with the Fire Marshal on the fire safety inspections in the new Stanley T. Williams Senior Center
- The Chief attended the Progress Meeting on the Route 80 Construction Project with town staff and state officials.
- The Chief testified at the Town Council meeting concerning the Route 80 Farm River Bridge Project hosted by State DOT.
- The Chief attended the Region 2 REPT Steering Committee Meeting in Guilford
- The Chief met with Vintech Management on the appointment of a new NB Division Manager.
- The Chief served as a presenter for emergency preparedness seminar for CT Risk Managers in Cromwell
- The Chief designed a new ID card for North Branford PD; Lt. D'Ancicco programmed staff into Salamander system and printed new cards.
- The Chief attended the funeral for a South District FD member who passed away suddenly.
- The Chief gave a presentation to Boy Scouts Troop on emergency preparedness
- The Chief attended the 75th Anniversary dinner for Company 1
- The Chief participated in a conference call regarding an ongoing fire investigation and jury trial that begins on 11/13/13.
- The Chief developed "DROPBOX" for the Department and invited Officers and Commissioners for access.