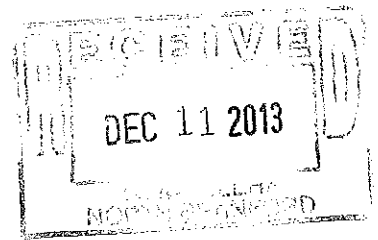


Town of North Branford Board of Fire Commissioners



MINUTES

REGULAR MEETING, COMPANY #1

DECEMBER 5, 2013

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 Ed Prunier and Commissioners Kenneth Ash, Anthony DellaCamera and Anthony Gallicchio.

OTHERS: Officers: Chief William Seward, III, Deputy Chief Anthony P. Esposito, Jr., Deputy Chief/Training Officer Robert Colangelo, Assistant Chief/Training Officer Mark Amatrudo, Captains James Asmus, Richard Lennon, Ken Neubig, and Gene Stabile, Lieutenants Jake Conway, Henry Rak, Steve Torino and Foremen Corey Roberts and Peter Stadolnik. **OTHER INTERESTED PARTIES:** Mayor Anthony Candelora.

PUBLIC HEARINGS AND COMMENTS: Chief Seward thanked all who were present at the meeting. He was happy to see so many members in attendance and reminded all that there is a meeting every month and encouraged members to attend. Captain Lennon introduced Ryan Murphy, the Eagle Scout, who refurbished and painted the boat. Ryan explained his project and thanked all those who assisted him with refurbishing the boat.

READING OF PREVIOUS MINUTES: Vice-Chairman Prunier made a motion, seconded by Commissioner Gallicchio, that the BOFC approve the Minutes of the November 7, 2013 Regular Meeting as presented. On roll call vote, four in favor and one abstention by Commissioner DellaCamera as he was absent from that meeting.

NOTICES AND COMMUNICATIONS: A letter that was signed by five Company #1 members was received and read regarding the possible reassignment of fire apparatus from Company #1 to Company #3. They felt that this would be unacceptable as it "endangers the safety of firefighters and the taxpayers of District 1". Chief Seward reminded the members that he has responsibilities as Chief and would make recommendations to the Board as needed and the Board has control over the apparatus and equipment. He also noted that he hadn't proposed anything to the Board as of yet.

DEPARTMENTAL OFFICERS' REPORTS: The Fire Marshal's Report for November was received and distributed listing 153 calls. Reports were also distributed from Deputy Chief/Training Officer Robert Colangelo and Asst. Chief/Training Officer Amatrudo. The alarm data for October was distributed.

COMMISSION COMMITTEE REPORTS: Pension: Commissioner Gallicchio reported on the Town Pension Committee and noted that a meeting was held. Transportation: Chief Seward displayed photos of the almost completed Rescue 1 vehicle and noted that delivery is expected late December/early January. He discussed the change in location of the dispatch

center in New Haven and a discussion on regional dispatching ensued. It was decided that a joint meeting between the Police Commission and the Board of Fire Commissioners should be scheduled to discuss dispatch issues.

REPORT FROM CHIEF: Chief Seward's memorandum to the Board regarding his report dated December 1, 2013 was distributed and is attached to the Minutes and made a part hereof. He discussed the apparatus maintenance, NexGen and the Firehouse Software and the incompatibility with Windows 8. He noted that the thermal imaging cameras have been received and have been supplied to the companies. Chief Seward gave an update to the Board on the status of the ISO review. Department personnel and training records were reviewed as were pump, hose and ladder tests. He informed the Board that the Department currently has an ISO rating of 4/9 and was hopeful to receive a new rating of 4/8B noting that 40% of the grade is determined from the water supply.

UNFINISHED BUSINESS: Fire rescue billing and charging for the fire marshal's plan reviews were discussed. There was a discussion as to whether the Town wants to get involved with billing. There would be no responsibility to the homeowner to pay as it is normally an item in their insurance policy. The funds received would be under the control of the Board and be used for the fire department. Fire Marshal billing was discussed and the funds would go into the general fund revenue. Deputy Chief Esposito volunteered to draft the ordinance with Chief Seward. Commissioner DellaCamera made a motion, seconded by Vice-Chairman Prunier, to put into action the concept of fire rescue billing and fire marshal billing. On roll call vote, all in favor.

NEW BUSINESS: The schedule of meeting dates for 2014 through January, 2015 was discussed. Vice-Chairman Prunier made a motion that was seconded by Commissioner DellaCamera that the BOFC approve the Schedule of meeting dates as decided by the Board. On roll call vote, all in favor. A letter from Arthur Hausman requesting "active retiree status" as of December 1st was received. Deputy Chief Esposito will research the number of years that Mr. Hausman has for his pension and a letter will be sent to the Pension Committee. Commissioner DellaCamera made a motion that was seconded by Commissioner Gallicchio that the BOFC approve the pension request for Arthur Hausman. On roll call vote, all in favor. Deputy Chief Esposito presented a phone analysis for the firehouses and noted that DSL connection is needed for faster internet access. It would be \$60.00 more per month total for all the firehouses. Bringing in a data line with Comcast and keeping AT&T for the main line is also an option. The cable TV is billed separately to the stations. Deputy Chief Esposito offered to prepare a transfer for the Board to approve at the next meeting. The Board would prefer to have one provider and not two individual providers. Chief Seward received an email from a fire chief in a small department in Vermont where a Company #1 member has a home. The Chief suggested that the department donate 1000' of 3" hose that has been removed from service and isn't needed by our department. The hose has not been tested. He will prepare a letter to the Town Manager for approval. Vice-Chairman Prunier made a motion, seconded by Commissioner Ash that the Department donate the hose to the Vermont fire department incurring no liability. On roll call vote, all in favor. Chief Seward suggested a "potential redeployment of apparatus based upon a current risk analysis of the community". He reviewed the 30 year replacement of the apparatus and determined that it was out of reach. He discussed a 25 year replacement schedule and would like to purchase a new Engine 3 and a tanker. He felt that the engine with a commercial cab

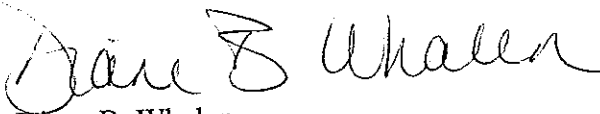
chassis could be purchased for \$500,000 and a tanker could be purchased for approximately \$200,000-250,000. He felt that these would increase the water supply and could assist with mutual aid to Durham and Wallingford. Mayor Candelora felt that the Council realizes the public safety issues and equipment maintenance. After some discussion, Vice-Chairman Prunier made a motion that was seconded by Commissioner DellaCamera that the BOFC approve the Chief's request to put Engine 3 and Tanker 3 in the budget. On roll call vote, all in favor.

PUBLIC HEARINGS AND COMMENTS: Steve Torino discussed the issue of dispatching in the Company #3 area and it was noted that it is a town-wide issue. Company #3 calls are not being credited properly, according to Steve, and the protocol for the response to a scene was discussed. It was decided that if the dispatcher does not call the proper apparatus to a scene, the company members should know what the proper response is. The Mayor agreed that the BOFC should meet with the Police Commission and he will also be in attendance. He will set up the meeting with the Chairman of the Police Commission and inform the BOFC.

WELFARE OF THE COMMISSION: Items for discussion at the next meeting will be the drafts of the ordinance from Deputy Chief Esposito regarding the billing issues for fire marshal and fire rescue and the phone supplier conversion transfer request.

ADJOURNMENT: A motion was made by Vice-Chairman Prunier and seconded by Commissioner Gallicchio to adjourn the meeting at 10:10 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
DECEMBER 2013**

TO: Joseph Civitello
Chairperson, Honorable Board of Fire Commissioners
FROM: Chief William Seward, III
DATE: December 1, 2013

APPARATUS CONSTRUCTION STATUS

The Chief received photos from PL Custom that depicts the status of apparatus construction and will share them at the December meeting. Additionally, conversations continue with the factory regarding placement of equipment and shelving configurations

INSURANCE SERVICES OFFICE (ISO) REVIEW

The Chief and other staff members met with Mr. John Zele from ISO on 11/6 and 11/19 regarding the town's fire protection rating. In summary, ISO examined the Department's SOG's, Pump, Aerial, Ladder and Hose Testing records for the past 3 years, Training Records for the last calendar year with some specific areas noted, records of the Fire Marshal's Office and the results of their daily operations with regards to prevention, inspection and investigation, the towns Communications Center and its operations and systems for the FD and will be working with the RWA on hydrant flow tests in designated areas of the community. Updated maps from the RWA and ISO have been obtained. A final report from ISO can be expected in approximately 3-4 months. The Chief will provide a detailed verbal report during the meeting.

APPARATUS MAINTENANCE

The battery charger on Tower 1 has been replaced as were batteries. Work was done to Brush 3 due to tank leaks. The Chief is providing the Director of Public Works with a preventive maintenance schedule for 2014.

NEXGEN & FIREHOUSE DATA COLLECTION

The Chief met with representatives from NexGen regarding data collection and incident reporting via Firehouse Software.

REPLACEMENT OF THERMAL IMAGING CAMERAS (TIC)

The Chief ordered, received and delivered new SCOTT Eagle Attack thermal imaging cameras to each fire company. There are now in place on Tower 1, Engine 2, Engine 3; Engine 1 was previously issued a TIC. These devices replace the aging Eagle Imagers that are no longer supported by the manufacturer. A General Order and informational packet was issued to stations.

APPARATUS DEPLOYMENT STRATEGIES

The Chief has been working on the potential redeployment of apparatus based upon a current risk analysis of the community and will present his information to the Board. In addition, he has examined a 20, 25 and 30 years replacement schedule for consideration and discussion. (copy emailed to all Commissioners).

OTHER BUSINESS/INFORMATION

- The Chief attended the Region 2 REPT Steering Committee Meeting in Milford
- The Chief attended the New Haven Sponsor Hospital providers meeting
- The Chief and other staff members have been working on information required for the upcoming trial pertaining to the fire at 730 Forest Road with attorneys from Hartford.