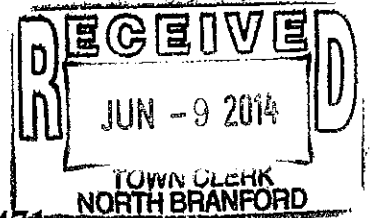


**TOWN OF NORTH BRANFORD
BOARD OF FIRE COMMISSIONERS
NORTH BRANFORD, CONNECTICUT 06471**



TO: Lisa Valenti, Town Clerk
FROM: Diane B. Whalen, Board Clerk
DATE: June 9, 2014

At the Regular Meeting of the Board of Fire Commissioners (BOFC) held on June 5, 2014, the following motions were made, seconded and approved:

That the BOFC instruct the Chief to make a list of individuals who perform fire watch duties at the fireworks and submit it for payment at \$25.00 per hour/per person (made by Vice-Chairman Prunier/seconded by Commissioner DellaCamera, all in favor).

That the BOFC authorize disciplinary action by the Chief regarding violation of the cell phone usage policy and the individual will be immediately suspended by the Chief until an investigation is conducted and a Special Meeting between the Board, the Chief and the individual is held and a decision made (made by Vice-Chairman Prunier/seconded by Commissioner DellaCamera, all in favor).

That the BOFC authorize the Chief to require fire watch for the entire festival for two individuals at \$25.00 per hour/per person excluding the fireworks which is a separate entity, and station fire apparatus at the Festival at the Chief's discretion (made by Commissioner DellaCamera/seconded by Vice-Chairman Prunier, all in favor).

That the BOFC suspend the July and August Board meetings unless needed (made by Commissioner DellaCamera/seconded by Vice-Chairman Prunier, all in favor).

That the BOFC adjourn to Executive Session at 9:16 p.m. for discussion on a personnel matter pursuant to C.G.S. Sec. 200(6)(A). Those present include the Board, Chief Seward, and Deputy Chief Esposito (made by Vice-Chairman Prunier/seconded by Commissioner DellaCamera, all in favor).

That the BOFC reconvene to public session at 9:35 p.m. (made by Vice-Chairman Prunier/seconded by Commissioner DellaCamera, all in favor).

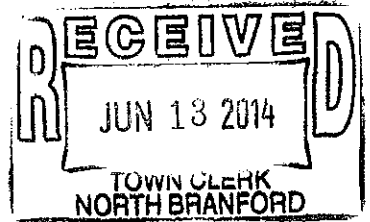
That the BOFC reappoints Robert Colangelo as Deputy Chief/Training Officer effective July 1, 2014 to June 30, 2016 (made by Vice-Chairman Prunier/seconded by Commissioner DellaCamera, all in favor).

That the BOFC adjourn at 9:45 p.m. (made by Vice-Chairman Prunier/seconded by Commissioner DellaCamera, all in favor).

Diane B. Whalen

Town of North Branford

Board of Fire Commissioners



MINUTES

REGULAR MEETING, COMPANY #3

JUNE 5, 2014

CALL TO ORDER: Chairman Civitello called the meeting to order at 7:34 p.m. with the pledge of allegiance to the flag.

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

OTHERS: Officers: Chief William Seward, III, Deputy Chief Anthony Esposito, Deputy Fire Marshal John O'Brien, Captains James Asmus, Ken Neubig and Gene Stabile, and Foreman Corey Roberts. **OTHER INTERESTED PARTIES:** Police Commissioner John Landolfi.

PUBLIC HEARINGS AND COMMENTS: None.

READING OF PREVIOUS MINUTES: The Minutes of the May 1, 2014 Meeting could not be approved as all of the Commissioners present at that meeting were not in attendance.

NOTICES AND COMMUNICATIONS: Letters of appreciation were read from: High School Principal Stoeffler thanking John Florio for speaking at health classes about 9/11; New Hartford Volunteer Ambulance Vice-President Lewis Patchett thanking Karl Helff for assisting at a call at Camp Sequassen; Deputy Chief Esposito thanking Superintendent Schoonmaker for the fruit baskets after the tragic car accident; and Deputy Chief thanking Judi Reynolds, Chairperson of the CT Critical Incident Stress Management Team, for their assistance after the tragic car accident. An invitation was also received from the New Haven County Fire Commissioners Association for the June 18th meeting to be held at Twin Pines Diner in East Haven.

DEPARTMENTAL OFFICERS' REPORTS: The Fire Marshal's Report for May was distributed listing 161 calls. A report was distributed from Deputy Chief Esposito.

COMMISSION COMMITTEE REPORTS: Pension: The next meeting will be held in August. The pension statistics should be available for approval at the September meeting.

REPORT FROM CHIEF: Chief Seward's memorandum to the Board regarding his report dated May 29, 2014 was distributed and is attached to the Minutes and made a part hereof. There continue to be ongoing issues with the Nexgen system and the firehouse software. Not all pagers are receiving the texts that are being sent out. A meeting was held to discuss these issues. Nexgen determined that one issue was that GEOCODES had been changed causing members not to receive alerts. Nexgen has now locked out access to the programming and only two police officers have permission to make any changes. The Chief recommended that any member performing fire watch duties be paid \$25.00 per hour. A bill would then be presented to the Town's Festival Committee for the fire watch at the fireworks display. Vice-Chairman Prunier made a motion, seconded by Commissioner DellaCamera that the Board instructs the Chief to make a list of individuals who perform fire watch duties at the fireworks and submit it for payment at \$25.00 per hour/per person. On roll call vote, all in favor. The Chief issued an Administrative Order regarding the use of cell phones while on duty and/or operating at incidents. He is concerned about safety and conveyance of sensitive or restricted information. It was noted that cell phones could be confiscated by law enforcement at a scene depending upon how they are used. The Chief recommends that the member be terminated if found in violation of the policy after an investigation. Vice-Chairman Prunier made a motion, seconded by Commissioner DellaCamera, that the BOFC authorize disciplinary action by the Chief regarding violation of the cell phone usage policy and the individual will be immediately suspended by the Chief until an

investigation is conducted and a Special Meeting between the Board, the Chief, and the individual involved is held and a decision made. On roll call vote, all in favor.

UNFINISHED BUSINESS: Chief Seward noted that his General Order issued May 1st regarding the operation of emergency vehicles is required to be adhered to which means both lights and sirens on a priority one call as required by state law. Deputy Chief Esposito discussed the results of the four ordinances that were presented to the Town Council. The fire rescue billing, fire marshal billing, and the knox box ordinances were combined into one ordinance and the Council had an issue with who would be in control of the monies received. The second ordinance was the street numbering ordinance.

NEW BUSINESS: The Chief noted that the photo of the new rescue truck will be taken on Monday and it will be featured in the 2015 calendar. There is a bid opening on June 9th for the ambulance billing. Chief Seward discussed the current issues with CMED after attending a meeting with the Town Manager. CMED is funded by all the municipalities that participate in it. He noted that several large towns, New Haven, Hamden, and West Haven, may decide not to participate in CMED any longer which may affect the future of CMED. The Chief will advise the Board of the outcome. He noted that the state is conducting an emergency exercise on June 21 and 23.

PUBLIC HEARINGS AND COMMENTS: Deputy Chief Esposito raised the issue of the fire police and whether or not they would get paid similar to the fire watch personnel. There was a discussion regarding fire police versus fire watch. The fire marshal's office will determine how many individuals are needed in a particular instance. The Chief stated that he wanted to provide the highest level of safety. Chairman Civitello felt that there should be fire watch throughout the entire festival, not just at the fireworks. There was some discussion regarding whether individuals should receive pay or a donation be made to each firehouse. Commissioner DellaCamera made a motion, seconded by Vice-Chairman Prunier, that the BOFC authorize the Chief to require fire watch for the entire festival for two individuals at \$25.00 per hour/per person, excluding the fireworks which is a separate entity, and station fire apparatus at the Festival at the Chief's discretion. On roll call vote, all in favor.

WELFARE OF THE COMMISSION: The Board meetings for July and August were discussed. Commissioner DellaCamera made a motion, seconded by Vice-Chairman Prunier, that the BOFC suspend the July and August meetings unless needed. On roll call vote, all in favor.

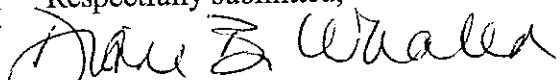
EXECUTIVE SESSION: Vice-Chairman Prunier made a motion, seconded by Commissioner DellaCamera, that the BOFC adjourn to Executive Session at 9:16 p.m. for discussion on a personnel matter pursuant to C.G.S. Sec. 200(6)(A). Those present will include the Board, Chief Seward, and Deputy Chief Esposito. On roll call vote, all in favor.

Vice-Chairman Prunier made a motion, seconded by Commissioner DellaCamera, that the Board reconvenes to public session at 9:35 p.m. On roll call vote, all in favor.

Vice-Chairman Prunier made a motion, seconded by Commissioner DellaCamera, that the BOFC reappoint Robert Colangelo as Deputy Chief/Training Officer effective July 1, 2014 to June 30, 2016. On roll call vote, all in favor.

ADJOURNMENT: A motion was made by Vice-Chairman Prunier, seconded by Commissioner DellaCamera, 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: May 29, 2014

NEXGEN & FIREHOUSE DATA COLLECTION

The Chief and Deputy Chief met with representatives from Nexgen and North Branford Police to discuss the issues surrounding data collection and paging of incidents. Nexgen will continue to examine and work to rectify these areas as well as review the paging system initiated by dispatchers. Yet to be resolved is the ability to email NFIRS data to the State of CT from the fire marshal's office. With regards to paging alarms, on May 27, Nexgen identified that GEOCODES were being changed by unidentified sources this caused members not to receive alerts. Nexgen has locked out access to this programming by dispatchers; only Sgt. Sperry and Lieut. Ripa have administrative permission to make any change.

MEDIC 4

The Chief will discuss the mechanical issues associated with Medic 4 during the June meeting.

TOWN FESTIVAL MEETING

The Chief attended a planning meeting between town officials, representatives from the East Shore Health District and the 2014 Baked Potato & Corn Festival Coordinator to discuss requirements and share information.

COMPANY 3 APPARATUS COMMITTEE

The Chief met with member of Company 3 for the purposes of establishing a foundation for specification for a Tanker for Station 3. There continues to be discussion on requirements and availability of demo units.

APPARATUS MAINTENANCE

The following apparatus have received annual service from the town's mechanics: Engine 1, 2, 3, Tower 1, Engine Tanker 11, Ambulance 44, Rescue 1, Brush 2 and Car 1. Engine Tanker 22 still needs work on brake system and air leak. At this time our preventive maintenance program remains on schedule.

ADMINISTRATIVE ORDERS

The Chief prepared two (2) new "Administrative Orders" to be reviewed in the June BoFC meeting.

OTHER BUSINESS/INFORMATION CONDUCTED BY THE FIRE CHIEF

- Attended the Region 2 REPT Steering Committee Meeting in Milford
- Attended the Department Head meeting at Town Hall
- Coordinated NBFD's coverage for the annual Matt's Mission Road Race on 5/18
- Prepared Salamander ID's for a number of members
- Attended the Installation of Officer's dinner for Company 2 and Company 4
- The Chief and Fire Marshal participate in the annual fire pump test at Honeywell Systems
- The iPad has been installed in M44.