

TOWN OF SUFFIELD

BOARD OF FIRE COMMISSIONERS

Meeting Date: August 17 2009
Time: 7:00 P.M.
Location: Fire Station # 1
73 Mountain Road

AGENDA

Secretary's Report: Review minutes of: July 20, 2009
Financial: Activity Report:
2009-2010 1-Jul-09 thru 31-Jul-09
2008/2009 1-Jul-2009 thru 31-Jul-2009
Calls & Activities: Response Report: July 2009

1) Personnel Committee

- Recruitment & Retention
 - Committee working on flyer
 - Town's Web Site as possible recruitment & marketing tool
- By-Laws & Department Policy Manual
 - Training Stipend & Training requirements
- Firefighter positions
 - Casual Part time step 1 positions

2) Budget Committee

3) Chief's Report

- 2009 Fire Grant Application – Submitted
 - Structural Fire Fighting Gear
- 2009 Fire Prevention Grant Application – Application Submitted
 - Fire Prevention materials and videos
 - Approvals received from Boards of Selectmen & Finance to apply
- 2009 Staffing for Adequate Fire and Emergency Response (SAFER) Application
 - Should we apply
- Radio Up-Grade Project – 3 Phase Project
 - 70K approved in 2009/2010 capital expenditures – Phase 1
 - Joint meeting with PD to plan out implementation of phase 1
- Donations – Letter from Town Council
- Commissions Rules & Regulations
 - Application approvals – lack of quorum

4) Other unfinished business placed on agenda by vote of members present

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New Business:

- 1) Correspondence
 - Service Agreement for Vehicle Exhaust Removal Systems
- 2) Request to carry over 40 hours earned vacation into 2009/2010
- 3) Standard Operating Guidelines/ Best Practice Guidelines
- 4) Other business placed on agenda by vote of members present

Vehicles, Facilities, Equipment:

- 1) Chief's report on status of Vehicles, Facilities, and equipment

Vehicles

- 1980 Pumper- Update
- Follow up work
 - Engine 3 Rear axle housing
 - Rescue 1 Transfer case seal
- Brake inspections & chassis lube
- Vehicle Repeater installed in Rescue
- Tanker modification to rear dump valve
 - Estimated cost \$ 3,300.

Facilities

- Station # 2 – Fire station Building Committee. – no report
- Station # 2 – Ground Water Monitoring Program Station 1
- Parking lot lights - Station 1, new fixtures installed
- Station 1 Chimney in need of repair. DPW advised of problem

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Personnel:

1) Application(s) for volunteer membership

- None

2) New Recruits – status report

- Amanda Thibedeau Support Firefighter
- Candice Breslin Firefighter I class
 - Still interested in completing FF 1 course
- Eric Soto Responded to letter, started training
- Brian Richardson Vol Firefighter – Completed orientation
- Daniel Bryll Vol Firefighter – Completed orientation
- Brian Herring Vol Firefighter – no response to letter
- Mark L. Provera Vol Firefighter – no response to letter
- Neal B. Donahue Vol Firefighter – Completed orientation

3) Resignation(s) or change in membership status

- Patrick Bucior Explorer
 - Awaiting return of equipment

5) Possible Executive Session – Personnel

5) Other business placed on agenda by vote of members present.