

# TOWN OF SUFFIELD

## BOARD OF FIRE COMMISSIONERS

**Meeting Date:** March 16, 2009  
**Time:** 7:00 P.M.  
**Location:** Fire Station # 1  
73 Mountain Road

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### AGENDA

**Secretary's Report:** Review minutes of: February 9, 2009  
Special Meeting: February 12, 2009

**Financial:** Activity Report: 1-Feb-09 thru 28-Feb-09

**Calls & Activities:** Response Report: February 2009

#### 1) Personnel Committee

- Recruitment & Retention
- By-Laws & Department Policy Manual
- Substance abuse policy
- Firefighter positions
  - Full time position
  - Casual Part time step 1 positions

#### 2) Budget Committee

- 2009/2010 Budget proposal
  - Mar 9<sup>th</sup>. FNB review

#### 3) Chief's Report

- Traffic Light preemption equipment
  - NECS needs to follow up replacement of switches
- 2009 Fire Grant Application – J. Leahy working on application
  - Structural Fire Fighting Gear
- 2009 Fire Prevention Grant Application – Application Submitted
  - Fire Prevention materials and videos
- 2009 Staffing for Adequate Fire and Emergency Response (SAFER) Application
  - Should we apply
- Radio equipment – FCC deadline on wideband operations
  - NECS report

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

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### **New Business:**

- 1) Correspondence
  - Memo sent to Debbie Cerrato
    - Anticipated shortfall 2008/09 budget
  - Letter from Jeff Morrissette, State Fire Administrator
    - Entry level training reimbursement
  - Thank You card from George Hastings
- 2) Department Directive (draft) – Succession of Authority
- 3) 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-
- Follow up work
  - Engine 3 Rear axle housing
  - Engine 2 Repair blower drive sleeve & Engine governor control
    - completed
  - Rescue 1 Transfer case seal
- Update on status of 4-wheel drive pickup
  - Radio Equipment

#### Facilities

- Station # 2 – Fire station Building Committee. – no report
- Fire Alarm systems @ Stations 2,3,4 – no report

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### **Personnel:**

- 1) Application(s) for volunteer membership
  - Eric Soto      Volunteer Firefighter
- 2) New Recruits – status report
  - Daniel Bartini      Recruit Firefighter
  - Amanda Thibedeau      Support Firefighter
  - Nicholas Fasano      Attending Firefighter I class
  - Patrick Bucior      Explorer
  - Candice Breslin      Firefighter I class
  - Colby Tyler      Attending Firefighter I class
  - Zachary Dupuis      Explorer
  - Ashley Thibedeau      Explorer
- 3) Resignation(s) or change in membership status
  - Kyle Doane – resigned from Explorer program
  - Jeffrey Delage – No response from acceptance letter, drop from department
  - Eric Daniels – Letter sent Mar 5<sup>th</sup>.
    - Recommend submitting claim to Small Claims Court
  - Patrick Bucior - letter sent Mar 5<sup>th</sup>.
  - Matthew Lefcheck – letter sent Mar 5<sup>th</sup>.
- 4) Grievance
  - Possible Executive Session
- 5) Other business placed on agenda by vote of members present.