

TOWN OF SUFFIELD

BOARD OF FIRE COMMISSIONERS

Meeting Date: September 20, 2010
Time: 7:00 P.M.
Location: Fire Station # 1
73 Mountain Road

AGENDA

Call to Order:

Roll Call:

Minutes: Review minutes of: 16-Aug-10 Regular Meeting
30-Aug-10 Special Meeting
13-Sep-10 Special Meeting

Expenditures: Activity Report: 2009-2010 – Fiscal Year
2010-2011 - August

Department Activities: Response Report: August

Old Business:

1) Personnel Committee

- Recruitment & Retention
 - Need to actively recruit new members
 - UCONN Capstone project
 - Update
- By-Laws & Department Policy Manual
- Open positions
 - Full time firefighter position
 - Update
- Position Descriptions
 - Proposed revision to Firefighter Step I

2) Budget Committee

- No report - Time to start thinking about 2011-2012 budget proposal

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3) Chief's Report

- 2010 Staffing for Adequate Fire and Emergency Response (SAFER)
 - Application
- Radio Upgrade Project
 - Project update
 - 2010 Fire Grant Application – Request 122 K in funding to support radio project – still pending
- Project to convert FirePrograms software to IMS system
 - Update
- Town's Annual Report

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

Election:

New Business:

1) Correspondence

- Thank You letter from resident concerning recent goat rescue

3) Employee Assistance Program

- Update

4) Accident & Sickness Program for Volunteer members

- Review policy coverage

5) Upcoming changes in computer software

- Payroll – some minor issues needed to be worked out
- ADMINS system to another software system

6) Other business placed on agenda by vote of members present

Equipment:

1) Vehicles

- Vehicle Intercom systems –Continue to evaluate
- 1997 Utility – Fuel Tank repairs completed
- Started annual pump testing
- Bi-annual preventive service to start shortly
- Replacement of the State owned S-10 vehicle

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- 2) Surplus equipment
 - No action
- 3) Apparatus Committee
 - Committee members
 - Commissioner Rich Leach
 - Firefighters; J Golec, J Leahey, K Seger

Housing

- 1) Station 1
 - DPW recommending we stay with propane for generator
- 2) Station 3
 - Replacement of exterior door to apparatus bay – No action
 - Emergency Generator - Upgrade manual switch to automatic
 - a. Mount current portable to stationary pad.
 - b. No funding at this time
- 3) Station 4
 - Heating fuel change over to natural gas – Complete

Personnel:

- 1) Application(s) for volunteer membership
 - Luis Rohena Explorer Post
 - Liam Beecher Explorer Post
- 2) New Recruits – status report
 - Michael J. Romano up date on training
 - Chris Swor Firefighter I class complete
 - Brian Richardson up date on training
 - Neal B. Donahue up date on training
 - Matthew Cerri Started Firefighter I class
 - Thomas Martin Acceptance letter sent
 - Brian Herring Acceptance letter sent
 - Andrew Pearson Started Firefighter I class
 - Dan Bartini Started Firefighter I class
 - Jeff Leonard Applied for fall Firefighter I class
 - Tyler Schwarze Vol Recruit Trainee
 - Brian Formanek Explorer
 - Edward Motherway Explorer

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- 3) Resignation(s) or change in membership status
 - David Gay – Resignation effective Sept 1st.
 - Recommend Life Membership Status
 - Membership status changes
 - Up date on changes made in past Month

- 4) Open Lieutenant's position

- 5) Possible Executive Session – Personnel
 - New Firefighter interviews
 - Staffing

- 6) Possible vote(s) on issues discussed in executive session

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