

TOWN OF SUFFIELD

BOARD OF FIRE COMMISSIONERS

Meeting Date: October 18, 2010
Time: 7:00 P.M.
Location: Fire Station # 1
73 Mountain Road

AGENDA

Call to Order:

Roll Call:

Minutes: Review minutes of: 20-Sep-10 meeting
7-Oct-10 Special Meeting

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

Department Activities: Response Report: September

Old Business:

1) Personnel Committee

- Recruitment & Retention
 - Need to actively recruit new members
 - Placement of signs at stations
 - Add to Town's Web site
 - UCONN Capstone project
 - Update
- 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 – Approvals
 - BoS on 6/Oct-10
 - BoF on 12-Oct-10
- Radio Upgrade Project
 - Project update
 - 2010 Fire Grant Application – Request 122 K in funding to support radio project – still pending
- IMS Software system
 - Update
- Town's Annual Report

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

Election:

New Business:

1) Correspondence

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3) Employee Assistance Program

- Update

4) Accident & Sickness Program for Volunteer members

- Review policy coverage

5) Upcoming changes in computer software

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

6) Medical Examinations

- Summary of exams & pricing
- Hearing Conservation Program
 - CT OSHA opinion

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

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Equipment:

1) Vehicles

- Vehicle Intercom systems –Continue to evaluate
- Annual pump testing completed
- Bi-annual preventive service started
- Replacement of the State owned S-10 vehicle

2) Surplus equipment

- Recommend disposing of PPE older than 10 years old in poor condition
- Mobile Radios – Offer to several Tender Strike Team apparatus

3) Apparatus Committee

- Committee members
 - Commissioner Rich Leach
 - Firefighters; J Golec, J Leahey, K Seger

Housing

1) Station 1

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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

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Personnel:

1) Application(s) for volunteer membership

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

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- 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
- Luis Rohena Explorer
- Liam Beecher Explorer

4) Resignation(s) or change in membership status

- Gail Domin
- Stephen Domin
- Membership status changes
 - Zachary Louis first day – 18-Oct-10
 - Colby Tyler – Accepted Job offer

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.