

TOWN OF SUFFIELD

BOARD OF FIRE COMMISSIONERS

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

AGENDA

Call to Order:

Roll Call:

Minutes: Review minutes of: 15-Nov-10 meeting
22-Nov-10 Special Meeting

Expenditures: Activity Report: November

Department Activities: Response Report: November

Old Business:

1) Personnel Committee

- Recruitment & Retention
 - Sandwich Signs
 - Town's Web site – Committee working on project
 - 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 working on 2011-2012 budget proposal

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3) Chief's Report

- 2010 Staffing for Adequate Fire and Emergency Response (SAFER)
 - No report
- Radio Upgrade Project
 - Project update
 - 2010 Fire Grant Application – Request 122 K in funding to support radio project – still pending
- 2009 Grant Projects
 - Fire Prevention Grant
 - Firefighter Protective Equipment
- 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 – No report

4) Accident & Sickness Program for Volunteer members

- Review policy coverage – No report

5) Upcoming changes in computer software

- ADMINS system to another software system

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

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Equipment:

1) Vehicles

- Vehicle Intercom systems –Continue to evaluate
- Bi-annual preventive service on apparatus.
- Replacement of the State owned S-10 vehicle

2) Surplus equipment

- No action at this time
- Request to DPW for temporary storage space

3) Apparatus Committee

- Committee members
 - Commissioner Rich Leach
 - Firefighters; J Golec, J Leahey, K Seger, D Vindigni
- Proposed Bonding package – Nov 30th Public Forum

Housing

1) Station 1

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2) Station 2

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3) 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

4) Station 4

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Personnel:

- 1) Application(s) for volunteer membership
 - Isaiah Sleath Vol Firefighter
 - Geoffrey Miner Vol Firefighter
 - Robert Garretto Vol Firefighter
 - Patrick Herring Vol Firefighter
 - Gary Chlastawa Vol Firefighter
 - Matt Schnepf Vol Firefighter

- 2) New Recruits – status report
 - Daniel Carney Vol Firefighter
 - Joseph Tarasek Explorer Post
 - Michael J. Romano up date on training
 - Brian Richardson up date on training
 - Neal B. Donahue Moving out of Town
 - Matthew Cerri Firefighter I class
 - Thomas Martin Acceptance letter sent
 - Brian Herring Acceptance letter sent
 - Andrew Pearson Firefighter I class
 - Dan Bartini 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

- 3) Resignation(s) or change in membership status
 - Stephen Domin (Captain's position)
 - Neal Donahue – Moved out of Suffield
 - Edward Motherway – Time commitments in school activities
 - Membership status changes
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- 4) Open Lieutenant's position

- 5) Possible Executive Session – Personnel
 - Staffing

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

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