

Minutes of the Fire Commission Meeting – May 17, 2010

Chair F. Hackenyos brought the meeting to order at the main firehouse at 7:01 p.m.
Present: F. Hackenyos, G. Bland, P. Barrett and Chief Bellmore.

Calls and Activities Report

The Commission reviewed the April report.

R. Leach arrived at 7:08 p.m.

Secretary's Report

Minutes under personnel to be amended the read “Chief Bellmore will meet with Human Resources regarding a question on a part-time deputy fire marshal position”. (delete chief, add marshal) Bland moved, Leach seconded to approve the minutes of the April 19, 2010 meeting as amended. The motion passed unanimously.

Financial Reports

Leach moved, Barrett seconded to approve the April financial report. The motion passed unanimously.

Personnel Committee

- Recruitment & Retention – no action
- By-Laws & Department Policy Manual – no action
- Casual Part Time Step 1 positions – no action.
- Proposed revision to Firefighter, Step 1, Position Description – No action can be taken until union negotiations are underway.

Budget Committee

The 2010/11 budget was passed at a town meeting on May 12. An ACCE request for a new truck was included in this budget. Chief Bellmore will investigate the purchase/lease of the new vehicle. A committee will be formed to decide what type of truck is needed. Commission members were invited to join this committee if they so wish. Barrett and Leach indicated they would be interested.

Chief's Report

- 2009 Fire Prevention Grant – No response as of this date.
- 2009 Fire Grant Application – Bids for the structural fire fighting gear were opened today. The apparent low bidder did not submit all the needed info.

B. Quagliaroli arrived at 7:25 p.m.

- 2009 Staffing for Adequate Fire & Emergency Response (SAFER) Application – No response as of this date.
- Radio Equipment – Phase 1 of this project has started and should be completed by mid-July.

- 2010 Fire Grant Application – John Leahey has started this grant application which will support the radio project for approximately \$122,000 if awarded. The Town is applying for a \$600,000 grant also. Chief Bellmore will request permission to file the 2010 Fire Grant Application from the Board of Selectmen and the Board of Finance.
- Best Practice Guidelines – Project continuing.
- Proposal to Change FirePrograms software to IMS system – A possible award from the Hartford Foundation would be used towards the purchase of a new server.

Other

R. Leach reported that he had received a phone call regarding the Commission's decision not to provide the ride to school raffle item for a group in town. The Commission reiterated the decision of the April Commission meeting to provide this service for school organizations only.

New Business

Correspondence

- Chief Bellmore stated that Patrick McMahon had received notification of the Capstone Project at UConn which would provide teams of student interns to work in public or non-profit organizations to help solve organization problems. As the Fire Department is seeking ways to recruit members, Chief Bellmore suggested that this might be a service to consider. The Commission members agreed that Chief Bellmore should follow up on this opportunity.
- An email was received from the Office of Education & Data Management asking to confirm that the Fire Department will authorize Ron Carlson's training in the Fire Investigators Module. Commissioners confirmed their support.
- June 14 is the scheduled date for Small Claims Court hearing if no equipment is returned from Candice Breslin.

Vehicles, Facilities, Equipment

Vehicles

- Follow-up Work
 - All follow-up work completed.
 - Engine 2 –Continuing to monitor.
 - Tanker modification to rear dump valve – work is complete and training has been done.
- Vehicle Intercom Systems – continuing to evaluate.

- 1997 Utility Vehicle – Scheduled repair of the rusted body floor is scheduled for May 24. Work to be completed by Hartford Truck Equipment out of South Windsor.
- Replacement of State-owned S-10 vehicle - no action

Facilities

- Front ramp pavement project complete.
- Replacement of Furniture - New tables and chairs for the meeting room have been ordered. Chief Bellmore would like to ask the Firemen's Association for a new computer desk also. Pricing is underway to replace the bed in the bunk room with a bed with storage underneath. To be paid for by money in the Donation Account.
- Heating fuel change to natural gas – Stations 1 & 4 have had the lines laid for this project. Contractors will do the piping including hooking up the gas lines to the building generator. The in-ground tank at Station 3 will be removed and replaced with an above ground tank.
- Exterior door to apparatus bay at Station 3 needs to be replaced – no action
- Station 3 Emergency Generator – no action

Personnel

Applications for Volunteer Membership

- Leach moved, Quagliaroli seconded to approve the application for volunteer membership from Thomas Martin pending a successful background check and medical clearance. The motion passed with Barrett, Hackenyos, Leach and Quagliaroli voting yes and Bland voting no.

New Recruits – Status Report

- William Davis – Completed orientation – no further action
- Michael Romano – Completed orientation and signed up for Firefighter 1 course
- Chris Swor – Currently in Firefighter I course.
- Brian Richardson – Completed orientation – no further action
- Neal B Donahue – Currently in Firefighter I course. Has indicated that he may be moving due to a new job.
- Matthew Cerri – no response to letter
- Andrew Pearson – Completed orientation and background check.

Resignations/Change in Membership Status

- Daniel Bartini from Explorer to Fire Support 6/8/10
- Jeffrey Leonard from Explorer to Fire Support 6/7/10
- A letter of resignation was received from George Hastings effective 5/15/2010 with the inquiry of remaining as a deputy Fire Marshal. Human Resources

indicates that he must officially retire first and then re-apply for this position. The Commission discussed this at length. Leach moved, Quagliaroli seconded to **retain George Hastings as a Deputy Fire Marshal and support fire fighter holding the rank of volunteer Captain.** The motion passed unanimously.

Discussion continued regarding use of support officers at fire scenes. The Personnel Committee will look into this further. Chief Bellmore stated that the department does not have the personnel to fill these positions without using support officers.

Vacation Carryover

Leach moved, Quagliaroli seconded to **approve Chief Bellmore's request to carry over one week of unused vacation time to 2010/11.** The motion passed unanimously.

Other

- Chief Bellmore reported that labor negotiations are on-going.
- Chief Bellmore stated that the State Fire Marshal's office does not provide questions for a written test. They will, however, provide officers for oral testing. Wallingford and Waterbury who are also looking at hiring Fire Marshals are using oral testing only. Chief Bellmore recommends setting up an interview panel that includes two area Fire Marshal's. He will check with Human Resources to see if they can come up with some questions for the oral testing. Several Commissioners indicated interest in being part of the interview panel.

Adjournment

Leach moved, Hackenyos seconded to adjourn the meeting at 9:13 p.m.

Respectfully submitted,

Richard Leach,
Secretary