

# Town of Suffield



## Board of Fire Commissioners

Minutes of the Fire Commission Meeting – July 15, 2013

Chair Phil Barrett, brought the meeting to order at the main firehouse at 7:00 p.m.  
Present: P. Barrett, J. Mahoney, P. Christian, R. Gemme, R. Quagliaroli and  
Chief Charles Flynn.

### Secretary's Report

Christian moved, Gemme seconded to approve the minutes of the June 17, 2013 meeting.  
The motion passed unanimously.

### Financial Reports

Christian moved, Quagliaroli seconded to approve the end of year report for 12/13 and  
the report for the new budget year as presented. The motion passed unanimously.

### Correspondence

None.

### Public Comment

None

### Activities Report

The Commission reviewed report for June 2013.

### Old Business

- Uniforms – the draft Uniform policy was re-visited. Chief Flynn stated that, to date, 25 members have signed the agreement. He believes there will be about 35 members in total who will need new uniforms. He will continue to make contact with these individuals within the next few weeks. Mahoney moved, Christian seconded **to approve the Uniform Policy as drafted by Chief Flynn.** The motion passed unanimously.

Gemme moved, Mahoney seconded **to approve the expenditure of up to \$16,000 for new uniforms out of the Donation Account.** Discussion followed regarding ordering the uniforms now or waiting until the Chief had

contacted all eligible members. The motion passed with 3 Commissioners voting for it and 2 Commissioners against.

#### New Business

- Information Request – Commissioner Christian asked for information on calls during the past six months. He like to know the top 10 “users” of the fire department during that time as well as which apparatus were used in each response. Chief Flynn will do some research to see if the apparatus information is available. He explained that when a call is received, the dispatcher is supposed to enter the apparatus in the database, but since there is only one dispatcher on duty this may not happen if several events are going on at the same time. The Chief stated that if he were unable to put together the requested report, he would keep track of that information beginning immediately and have reports for the Commission meetings.

Commissioner Quagliaroli left the meeting at 7:45 p.m.

- Chief Flynn reminded the Commission that the Firemen’s’ Carnival and the parade are scheduled for this week, July 18-20.

#### Vehicles, Facilities, Equipment

- The tower truck has been off line for three months with transmission problems. Repairs continue.
- The engine tanker will be on line by the end of the week.
- Engine 2 will no longer be needed after end of July. The town needs to decide what they would like to do with this vehicle.

#### Personnel

- K. DiBella has completed all necessary paperwork.
- L. Beecher has returned as an Explorer.

#### Fire Marshal’s Report

None

#### Other

Commissioner Christian commended the Chief on the Suffield Fire Department Mission Statement and Organizational Values that have been recently drafted.

#### Adjournment

Gemme moved, Mahoney seconded to adjourn the meeting at 8:05 p.m. The motion passed unanimously.

Respectfully submitted,

Allyson Kehoe  
Secretary pro tem