

# TOWN OF SUFFIELD

## BOARD OF FIRE COMMISSIONERS

**Meeting Date:** September 21 2009  
**Time:** 7:00 P.M.  
**Location:** Fire Station # 1  
73 Mountain Road

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### AGENDA

**Secretary's Report:** Review minutes of: August 17, 2009  
**Financial:** Activity Report:  
2009-2010 1-Aug-09 thru 31-Aug-09  
**Calls & Activities:** Response Report: August 2009

#### 1) Personnel Committee

- Recruitment & Retention
  - Committee working on flyer
  - Town's Web Site as possible recruitment & marketing tool
- By-Laws & Department Policy Manual
- Firefighter positions
  - Casual Part time step 1 positions
- Position Descriptions

#### 2) Budget Committee

#### 3) Chief's Report

- 2009 Fire Grant Application – Submitted
  - Structural Fire Fighting Gear
- 2009 Fire Prevention Grant Application – Application Submitted
  - Fire Prevention materials and videos
  - Notified Grant not approved
- 2009 Staffing for Adequate Fire and Emergency Response (SAFER) Application
  - Should we apply
- Radio Up-Grade Project – 3 Phase Project
  - Joint meeting with PD to plan out implementation of phase 1
- Donations – Letter from Town Council
- Best Practice Guidelines

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

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### **New Business:**

- 1) Correspondence
  - Department of Public Safety – Office of Education and Data Management
  - DEP-Forestry – opinion letter from CT Dept of Labor concerning Explorers
- 2) Department Heads meeting concerning potential 2009-2010 budget shortfall
- 3) Other business placed on agenda by vote of members present

### **Vehicles, Facilities, Equipment:**

- 1) Chief's report on status of Vehicles, Facilities, and equipment

#### Vehicles

- 1980 Pumper- Bid Results
- Follow up work
  - Engine 3 Rear axle housing
  - Rescue 1 Transfer case seal
- Tanker modification to rear dump valve
  - Estimated cost \$ 3,300.

#### Facilities

- Station # 2 – Fire station Building Committee. – no report
- Station # 2 – Ground Water Monitoring Program Station 1
- Station 1 Chimney in need of repair. DPW advised of problem

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### Personnel:

#### 1) Application(s) for volunteer membership

- Michael J. Romano Vol Fire Fighter
- Chris T. Swor Vol Fire Fighter

#### 2) New Recruits – status report

- Amanda Thibedeau Support Firefighter
- Candice Breslin Firefighter I class
  - Still interested in completing FF 1 course
- Eric Soto Attending Fire Fighter I class
- Brian Richardson Vol Firefighter – Completed orientation
- Daniel Bryll Attending Fire Fighter I class
- Brian Herring Vol Firefighter – no response to letter
- Mark L. Provera Vol Firefighter – no response to letter
- Neal B. Donahue Vol Firefighter – Completed orientation

#### 3) Resignation(s) or change in membership status

- Ashley Thibedeau – Letter of resignation
- Patrick Bucior Explorer
  - Awaiting return of equipment

#### 5) Possible Executive Session – Personnel

#### 5) Other business placed on agenda by vote of members present.