

TOWN OF SUFFIELD

BOARD OF FIRE COMMISSIONERS

Meeting Date: July 19, 2010
Time: 7:00 P.M.
Location: Fire Station # 1
73 Mountain Road

AGENDA

Call to Order:

Roll Call:

Minutes: Review minutes of: July 6, 2010

Expenditures: Activity Report: No report

Department Activities: Response Report: No report

Old Business:

1) Personnel Committee

- Recruitment & Retention
 - Need to actively recruit new members
 - Web Site Funding included in SAFER Grant
 - UCONN Capstone project
 - Project proposal submitted
- By-Laws & Department Policy Manual
- Open positions
 - Full time firefighter position
 - Update on applications received
 - Fire Marshal position
 - Update on letters of interest received
- Position Descriptions
 - Proposed revision to Firefighter Step I

2) Budget Committee

- No report

3) Chief's Report

- 2009 Fire Prevention Grant – Approved
 - Fire Prevention materials and video up grade
- 2009 Fire Grant - Approved
 - Structural Fire Fighting Gear

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- 2009 Staffing for Adequate Fire and Emergency Response (SAFER)
 - Application Submitted
- Radio Upgrade Project
 - Project update
 - 2010 Fire Grant Application – Request 122 K in funding to support radio project
- Project to convert FirePrograms software to IMS system
 - Funding in place – no further action at this time

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

Election:

New Business:

- 1) Correspondence
- 2) Proposed changes to training requirements
- 3) Employee Assistance Program
 - New company effective 7/1/2010
 - ESI Employee Assistance Group
 - Volunteers not covered under new plan
- 4) Accident & Sickness Program for Volunteer members
 - Review policy coverage
- 5) Other business placed on agenda by vote of members present

Equipment:

- 1) Vehicles
 - Vehicle Intercom systems –Continue to evaluate
 - Six month chassis lube & brake inspections being completed
 - Replacement of the State owned S-10 vehicle
- 2) Surplus equipment
 - Disposal of older Coats & Pants
 - Out of service 5 inch hose
 - Out of service 1800 portable water tank
- 3) Apparatus Committee
 - Committee members

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Housing

- 1) Station 1
 - Heating fuel change over to natural gas – Work in progress
- 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
 - Heating fuel change over to natural gas – Work in progress

Personnel:

- 1) Application(s) for volunteer membership
- 2) New Recruits – status report
 - Michael J. Romano Completed Orientation
 - Chris Swor Firefighter I class nearly complete
 - Brian Richardson Completed orientation
 - Neal B. Donahue Currently in Firefighter I class
 - Matthew Cerri Started completing requirements
 - Andrew Pearson Started completing requirements
 - Thomas Martin Acceptance letter sent
 - Brian Herring Acceptance letter sent
- 3) Resignation(s) or change in membership status
 - Membership status changes
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- 4) Small Claims Application.
 - Letter to withdraw sent to Clerk of Court
- 5) Survey on department operations
- 6) Possible Executive Session – Personnel
 - Labor Negotiations
 - Staffing
- 7) Other business placed on agenda by vote of members present.