



## COMMISSION MEETING

October 11, 2016

The Westfield Fire Commission met at the East Street Firehouse, Middletown, CT on October 11, 2016.

Vice Chairman Amy opened the meeting at 6:30 p.m. with the following Commissioners present – Williams, Bysiewicz, Alderman, Scarrozzo, Lockwood and Augeri. Commissioner Bysiewicz arrived @ 6:40 pm and Commissioners Jones and Zieller were absent.

Others present were: Chief William Balch, Deputy Chief (DC) Darrell Ponzio, FDA Linda DeManche and Dana Andrew.

-The Vice Chairman opened the public session on a **MOTION** by Comm. Lockwood, with no public comment, closed on a **MOTION** by Comm. Williams.

-On a **MOTION** by Comm. Lockwood seconded by Comm. Scarrozzo it was approved to waive the reading of the September 13, 2016 regular meeting minutes and to accept the minutes as written, all in favor.

-The bills for September 2016, including the detailed Liberty & Lowe's statement were reviewed; after all questions were answered it was approved to pay the bills on a **MOTION** by Comm. Lockwood and seconded by Comm. Scarrozzo, all in favor.

### Tax Collectors Report

-The Commission reviewed September's Tax Collector report submitted by Tax Collector Jean Newman. On a **MOTION** by Lockwood and seconded by Scarrozzo the report was approved, all in favor.

-On a **MOTION** by Lockwood and seconded by Scarrozzo it was approved to issue tax refunds to the various taxpayers on the list provided by the Tax Collector in the amount of \$ 71.81, all in favor.

### Fire Marshal's Report

-The Fire Marshal's (FM) monthly report for September was distributed and accepted on a **MOTION** by Lockwood and seconded by Scarrozzo, all in favor.

### Old Business

-Representatives from Nxegen, LLC; John Muro and an Associate (Chris) attended the meeting to answer any questions the Board had on their high-efficiency LED lighting upgrade proposal that was presented last month. Nxegen installed a LED light in the conference room so the Board could see a comparison to the existing fluorescent. The advantages of LED were explained (ie: life cycle of the lamps, energy savings, etc.). The terms and conditions detailed at the last meeting remain the same with the exception of the warranty. In addition to the manufacturer's warranty Nxegen is extending the warranty by one year and is now offering a two year warranty on all parts and labor. The Chief asked how the LED will work in the bays where the temperature can drop. Mr. Muro stated in some instances LED is better than fluorescent technology, the proposal includes products specs and you see that is one the advantages of LED technology, instant start. Snow may accumulate on the lens to some degree as they don't get as hot as the old bulbs. Comm. Amy asked how they came up with the savings estimate. Mr. Muro stated Eversource does the calculations, they just provide the data. The key variable in determining how much the savings will be is based on the run times, so if run times dramatically change based on their estimates the savings can vary. Comm. Bysiewicz had two questions; 1) are there any public statistics about bulb lights, that the bulb is typically not the failure area of the LED but rather the ballast electronic system and is there any new technology that would lead us to believe that is going to improve in the near term; and 2) are there any projections like CFL's that in 3 years bulbs will be so much in demand that prices will drop to half of their current prices? Mr. Muro stated LED technology has plummeted in terms of costs. Five or six years ago most major utilities would not allow LED's into the program because the price point was so high, the simple pay back for a project was anywhere from 8 to 12 years. Today prices have dropped substantially, chances are it could go lower but you are never going to get it precisely at the bottom. Will prices fall further, probably, as that is true of any technology but compare them to where they were and where they are today. As far as the ballast, that is absolutely right, that is typically where the failure occurs. There is a manufacturer's warranty on the ballast and the quality of the manufacturer plays a role and they put in quality materials and stand by it. The quote is good until the end of October. The Board thanked John and Chris for coming and for the demo light.

Comm. Williams was wondering what the inventory we had on the fluorescent bulbs was. Dana listed some quantities but he can try to see if they can be resold. On a **MOTION** by Lockwood and seconded by Scarrozzo it was approved to move forward with the project, all in favor.

### Chief's Report

-The Department's Open House is Saturday, October 15<sup>th</sup> from 10-2 pm. Darrell would like to purchase donuts & coffee for the event. The cost will come out of the fund drive monies.

-The Chief is proctoring the EVT testing on Saturday, October 15<sup>th</sup> from 10-12 pm.

-The CDL pre-trip and driving for six members was done this past weekend (10/8) and is also scheduled for this weekend (10/16). The Chief reached out to Jukonski to see if they will donate a truck for the test date; he is told that cannot happen due to insurance reasons. The Chief spoke to the DMV inspector and they will come to us any Saturday but we have to pay the inspectors rate of \$90 to \$150 per hour and they would test all six members. It is free Monday-Friday for CDL testing but they will only test 3 people a day. The Chief may try to arrange for members to test during the week and then a truck would need to be rented for two separate testing dates. The original approval was for a weekend truck rental for approx. \$300; but now the increase would be for the inspector's fee and an additional truck rental day. The Chief will see what he can set-up and report back.

-Westfield 6 went back into service on September 22<sup>nd</sup>.

-Paige Davidheiser is scheduled to come in the next couple of weeks to do lettering on various pieces of equipment. One of the jobs is to complete the detailing on W2 after the warranty work was done on the roll-up doors.

-DC Ponzio stated the 5" hose testing was completed. The smaller hose testing will begin sometime this week by the daytime staff. The Chief reported that 11 lengths on W4 will have to be replaced in 2017 due to the 10 year replacement cycle.

-The Rope Core Class is scheduled for October/November on Tuesday and Thursday nights. The ideal number is 15 people, 10 are currently signed up. The class will be put on by Middlesex County Fire School for a lump sum of \$3500 to \$4000 based on the number of members. They may want to open it up neighboring Departments to get to the 15. Comm. Lockwood suggests we offer it up to the surrounding Departments we work with and Westfield will absorb the cost as we are paying the flat amount regardless. The daytime employees are welcome to participate if they choose but it is not compensable as it is not mandatory and is outside of normal working hours.

-DC Ponzio wanted to update the Board on the City wide radio project that was discussed last month. Wayne Bartolotta gave the Dept. two portables to test around the District in all areas. The 800 band digital was by far the best clarity & connected the best. The question is still, once you get out of the buildings how easy is it to get to the receiver site in the absence of a repeater. We are still looking for clearer definition of the warranty/guarantee on coverage. It is currently stated in the project specs a 95% coverage guarantee for the whole City. The concern is if that % is less in some areas but better in others, but if in the aggregate, they are still meeting the standard is that acceptable. Wayne has been asked to get a better definition of what those guarantees are. Comm. Bysiewicz was wondering where the conversation ended up concerning the dollars & cents. Comm. Lockwood stated that after the meeting with Wayne he is trying to get us covered for more portable radios. Wayne estimated 12 mobiles and 35 portables for Westfield. He is now working off of our current list of 25 mobiles and 54 portables. There are different grades of radios with different features that can cost as much as \$9,000 but some are considerably less and there are also contingency funds. Bysiewicz is still wondering if we would be spending a lot of District money to take part in this. Lockwood stated that we don't have that answer 100% yet. Augeri doesn't understand why all of Westfield's equipment isn't included if the entire Town is voting on the bond, we shouldn't be shorted. It is the Chief's understanding that the quantity for Westfield was guesstimated, no one asked for our inventory list. It appears pagers are not part of this package. Ponzio stated our current pagers would only function for the initial tone and message, communication after that won't be picked up. Comm. Williams feels the pagers frequency should be able to remain the same, as the trunk system is completely separate. The Chiefs are being told that is not true. It was stated Wayne is working on Westfield's shortfall and there are contingency funds that may be able to be drawn against. Comm. Bysiewicz stated we may want to address these concerns in writing. Ponzio stated he has been keeping track of all the data and has been emailing back and forth with Wayne regarding Westfield's concerns.

-The fund raising letter was mailed out the first week of October. There was one taxpayer, new to the Westfield area that sent an email complaining about the drive. Darrell invited the gentlemen to come to the station; he went over all his questions on how Westfield operates and explained what the fire tax is all about. It was a positive conversation that ended very well and it appeared the gentlemen had a better understanding of Westfield's operations and was pleased.

-The Departments Officer meeting minutes for October were presented.

-The status of training classes for members is as follows: N. Davis passed the practical for her EMT initial and needs to schedule the written; Leary passed his EMT initial and is waiting for his EMT # from the State; Members Andrew/Balch/Lemay/Silverman FFI class is still in progress; and 6 members are working on obtaining either their Q endorsement or CDL license.

## Commissioner(s) Report

-The revised EMT Certification Incentive guidelines were reviewed. DC Ponzio made the two changes based on the last month's discussion. On a **MOTION** by Lockwood and seconded by Bysiewicz it was approved to put these guidelines in place as written effective January 1, 2017, all in favor. With this guideline approved the Summary of Benefits and Incentives will be made available to volunteers and posted to the website.

-Comm. Bysiewicz suggesting that the events that are planned for the Open House on the 15<sup>th</sup> may somehow be displayed on the electronic message board. Darrell will take care of that. Darrell also reported that a flyer was prepared for Moody, Lawrence and Spencer schools for the kids to take home. Additionally the ad was changed in the Cromwell Chronicle for October to advertise the Open House. Bysiewicz also suggested that we might want to consider listing on the board volunteer benefit incentives in an effort to catch people's attention as it relates to recruitment.

-The 2016 AFG application period opened today, October 11<sup>th</sup> and closes November 18<sup>th</sup>

-The CCMC 1 tax collectors class was full. Cindy will be put on a waiting list but should apply for the spring class.

-Phil Coco contributed in transporting Dana & Darrell to pick-up the ladder truck in PA which was a great help in reducing travel time. On a **MOTION** by Alderman and seconded by Bysiewicz it was approved to purchase a Red Fox gift certificate as thanks for his assistance, all in favor.

-The auditor, Sandra E. Welwood CPA will begin the District audit for fiscal year ending June 30, 2016 on October 24<sup>th</sup>.

-The 3<sup>rd</sup> Quarter Service Recognition Percentages were presented.

-Linda provided some updated information regarding the parking lot project. In September it was approved to have JD Paving seal coat specific areas of the parking lot. As JD Paving was the only seal coating price available last month quotes were solicited from other vendors. Comm. Bysiewicz met with Ticon CT to discuss some other alternatives to the method discussed in September. After much discussion on the subject, Comm. Amy made a **MOTION** that a sub-committee be set-up to discuss the technical specifications and report back to the Board with a recommendation, seconded by Williams, all in favor. The committee will consist of Amy, Jones, Bysiewicz, Lockwood, Augeri and Dana Andrew. A meeting for November will be arranged. Comm. Augeri feels if this is going to be a spring paving project we should not put any money into crack sealing the parking lots. Comm. Alderman made a **MOTION** that we obtain prices to do the necessary crack sealing on the front bay aprons only; Comm. Amy amended that **MOTION** by putting the previously approved work to be done by JD Paving on hold for now; seconded by Williams, all in favor. The Board has not ruled out the possibility of including the aprons in the overall paving project but there may not be enough monies available to include that. Comm. Bysiewicz has suggested that the District should look into LoCIP funds that may be available thru the City of Middletown.

-A date needs to be set for the semi-annual Chief evaluations before year end. The committee will consist of Jones, Amy (if available), Bysiewicz, Lockwood and Augeri. Linda will let everyone know when a date has been set.

**MOTION** to go into Executive Session by Comm. Lockwood and seconded by Comm. Williams at 8:17 pm, all in favor for discussions regarding; 1) Personnel – 2017 Chief Appointments; pursuant to Statutes Section 1-200(6)(A) and Section 1-225(a) of the Connecticut General Statutes, as amended. In attendance at the Executive Session were Commissioners Amy, Williams, Bysiewicz, Alderman, Scarrozzo, Lockwood, Augeri and FDA Linda DeManche.

**MOTION** to come out of Executive Session by Comm. Bysiewicz seconded by Comm. Williams @ 9:06 p.m., all in favor.

-Letters of interest for Chief Appointments were received from the following members: William Balch for Fire Chief; Darrell Ponzio for Deputy Chief or Fire Chief; Joseph Passamano for Assistant Chief or Deputy Chief; and Jason Lube for Assistant Chief.

A **MOTION** by Lockwood and seconded by Augeri called for the 2017 Chief Appointments to be as follows: Ponzio for Fire Chief; Passamano for Deputy Chief; and Lube for Assistant Chief. Commissioners Lockwood, Augeri and Scarrozzo are in favor; Commissioners Amy, Williams, Bysiewicz, Alderman opposed, the motion failed.

A **MOTION** by Alderman and seconded by Bysiewicz called for the 2017 Chief Appointments to be as follows: Balch for Fire Chief; Ponzio for Deputy Chief; and Passamano for Assistant Chief. Commissioners Amy, Williams, Bysiewicz, Alderman were in favor, Commissioners Lockwood, Augeri and Scarrozzo opposed, motion passed.

Commissioner Scarrozzo requested that the Public Safety Telecommunication meeting minutes be forwarded monthly, Linda will forward to all Commissioners upon receipt.

**MOTION** to adjourn @ 9:09 pm by Commissioner Williams and seconded by Commissioner Augeri. Unanimously approved.

Respectfully submitted,

Linda DeManche  
Fire District Administrator as Recording Secretary