



## COMMISSION MEETING

January 10, 2017

The Westfield Fire Commission met at the East Street Firehouse, Middletown, CT on January 10, 2017. Chairman Jones opened the meeting at 6:30 p.m. with the following Commissioners present – Amy, Bysiewicz, Alderman, Lockwood and Augeri. Commissioner Bysiewicz arrived @ 6:43 pm and Commissioners Williams, Zieller and Scarrozzo were absent.

Others present were: Chief William Balch, Deputy Chief (DC) Darrell Ponzio, Asst. Chief (AC) Joseph Passamano, FDA Linda DeManche and Ross Andrew, Jr.

-The Chairman opened the public session on a **MOTION** by Comm. Alderman, with no public comment, closed on a **MOTION** by Comm. Amy.

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

-The bills for December 2016, including the detailed Liberty statement were reviewed; after all questions were answered the bills were approved on a **MOTION** by Comm. Lockwood and seconded by Comm. Amy, all in favor.

### **Tax Collectors Report**

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

-On a **MOTION** by Lockwood and seconded by Alderman it was approved to issue tax refunds to the various taxpayers on the list provided by the Tax Collector in the amount of \$ 185.10, all in favor.

### **Fire Marshal's Report**

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

### **Chief's Report**

-It was reported that the SKED extrication device was put in service and is on W3; it has also been used in training drills.

-The calendar for the year for all the officer meetings and monthly meetings was presented at the Officer's Meeting.

-The Department responded to a mass casualty incident (MCI) on January 7, 2017 on Interstate 91. In total there were 26 cars, 4 tractor-trailers, 36 patients transported and 8 refusals. The Department was on the highway for approx. 7 hours.

-References and warranty information on the Milnor gear washer/extractor was presented as well as prices for the plumbing and electrical. The plumbing cost is estimated at \$200 for materials, the labor will be performed in house. There are two options on the electrical proposal; 1) standard electrical wiring is \$825 or; 2) install a subpanel that would accommodate the washer as well as future expansion needs for a total of \$1,595. On a **MOTION** by Lockwood and seconded by Amy it was approved to allocate an additional \$800 for the project so that the electrical subpanel can be installed; the monies will be appropriated from the unassigned fund balance left from FY 2015/16, all in favor.

-At the Department's monthly meeting it was mentioned to the members and Officers to look at the training calendar to see if there is anything they are interested in so it can be properly budgeted in 2017/2018.

- Westfield #4 has a tank issue. The baffle let go on the left side and the chute is sitting on the body. It is under warranty and company has been contacted, we are waiting to hear when it will be scheduled.
- All members taking their CDL practical test with DMV passed. A driver training routine was established at the Officer meeting – the members will spend approx. 10 hours on each truck, completely separate from pumping. Once they are done with the driving they will work on the pumping.
- The status of training classes for members is as follows: N. Davis needs to retest for the written on her EMT initial sometime this month. FFI class - Andrew passed and is FFI certified; Balch & Silverman need to re-take the HazMat Ops portion; Lemay needs to take a complete retest. All three are scheduled to test Saturday, January 14<sup>th</sup>.
- The Department received a generous donation from a Westfield resident after their response to a medical call. He credits EMT Philip Coco with saving his life, he and his family are eternally grateful for the Departments quick response in his time of need.
- The Chief would like to sign up with Splash Car Wash in Cromwell for car washes for the Tahoe to try and keep the salt off during these winter months. The cost would be a reoccurring monthly charge of \$20 for a term of one year for unlimited washes on the vehicle. On a **MOTION** by Amy and seconded by Augeri it was approved to put this on the District credit card, all in favor.
- Comm. Augeri asked AC Passamano about the need to order 10 new SCBA masks as back-up that was related in the Officer minutes. Passamano stated they are running low on spares and he wants to order some new masks that will fit the existing air packs but will also fit the new packs that are planned for the future. Augeri just wanted to make sure we were not buying something that will be obsolete.
- DC Ponzio stated the truck committee met in December and again on 1/9/17. In December they got more detailed around what requirements they have for the new truck. In January they met with a Pierce rep to go over various questions. They will reach out to other dealers to go over their specifications as well.
- DC Ponzio shared with the Board a dashboard illustration that he has been working on. It tracks Department performance data including but not limited to response time, costs, fundraising, recruiting & retention, etc. This is something he plans on maintaining on an annual basis. He welcomes any feedback from the Board.
- Chief Balch stated Cromwell FD is interested in putting together a Regional HazMat team and they are looking to see if Westfield would get involved. Cromwell is doing the 40 hr. EPA, not the full HazMat operational technician level course. The Chief spoke to the Middletown Chief to see what they got out of it and if costs were one of the driving factors. After speaking to the WFD Officers they do not think it would be a worthwhile endeavor and they will stay with the Hartford Regional team. The Board supports the Officers decision not to get involved, the Chief will let Cromwell know.
- The Departments Officer meeting minutes for January was presented.

### **Committee Report – Telecommunications**

- Ross Andrew reported the latest on the Telecommunication meeting. There has been a meeting of the Chiefs and the police department as well as a meeting of the committee the Mayor assembled. There is kick-off meeting scheduled for 01/31/17 with Motorola and there has been an authorization to pay Motorola 1.2 mil to date. Things are in the works.

### **Commissioner(s) Report**

- It was reported that VFIS was successful in securing full reimbursement from the responsible party for the damage incurred on the Equinox. They refunded the \$1,000 deductible to the District.
- As a follow-up to the letter written to the City regarding LoCIP funding for the anticipated parking lot replacement project, the City Finance Department has notified Westfield that there is no more LoCIP funding projects per the State.
- As a follow-up to the new ban-the-box legislation Linda again reminds the Board and Chief that conditional offers of employment and/or membership need to be made before background checks can be obtained. The District and Department applications have been modified and the nominating committee will be given the form letter that will need to accompany any conditional offer made after 1/1/17.
- The parking lot replacement committee will look to schedule a meeting sometime in February or March.

-In the past the Holiday coverage stipend did not include the Duty Officer. Linda wants to confirm if that is still the protocol. On a **MOTION** by Lockwood and seconded by Amy it was approved to pay the \$25 shift stipend to the duty officer along with the FF and EMS-5 member, all in favor.

-Linda reported the estimated costs on the Command Officer Boot Camp that was approved last month is approx. \$2,869 which includes, conference fee, flights, accommodations, meals, etc. for members J. Passamano & J. Lube.

-On a **MOTION** by Alderman and seconded by Bysiewicz it was approved for Linda to explore the Department's options (professional service costs, etc.) relative to obtaining 501(c)(3) status if needed; Comm. Jones, Amy, Bysiewicz, Alderman and Augeri in favor Lockwood opposed. Comm. Lockwood want to make sure the Department is kept in the loop on this subject as this directly involves them.

-The 2016 year end Service Recognition percentages was presented.

-The 2016 pay-per-call bonus incentive participation calculations were presented. More members qualified this year.

**MOTION** to go into Executive Session by Comm. Lockwood and seconded by Comm. Alderman at 7:36 pm, all in favor for discussions regarding; Personnel matters; 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 Jones, Amy, Bysiewicz, Alderman, Lockwood, Augeri and FDA Linda DeManche.

**MOTION** to come out of Executive Session by Comm. Alderman seconded by Comm. Lockwood @ 7:50 p.m., all in favor.

On a **MOTION** by Lockwood and seconded by Alderman the following was approved; when the Chief is out town for the weekend the Chief's vehicle is made accessible to the Deputy and/or Assistant Chief, all in favor.

-The District has been offered the adjacent property below the side parking lot to be purchased by the District at the cost of \$15,000.00 from Thaddeus Bysiewicz. On a **MOTION** by Amy and seconded by Alderman it was approved to purchase the parcel; Comm. Jones, Amy, Alderman, Augeri and Lockwood are in favor, Bysiewicz abstained.

-On a **MOTION** by Amy and seconded by Alderman it was proposed to use the same lawyer; Attorney Ivar Jozus for the transfer of the deed and property and filing of the paperwork in order to save costs; Comm. Jones, Amy, Alderman and Augeri are in favor, Lockwood is opposed as he feels for the best interest of both parties that we should have separate attorneys, Bysiewicz abstained.

-On a **MOTION** by Amy and seconded by Alderman it was approved that the attorney fees for this land purchase transaction not to exceed \$1,670; Comm. Jones, Amy, Alderman and Augeri in favor, Lockwood opposed, Bysiewicz abstained.

Comm. Lockwood stated that he wants to go on record with the following - Linda asked him if there was any particular reason he was opposed to a motion and that it is really not anyone's business why he votes the way he does so please do not ask him that again; he does not have to explain his vote and has the right to vote the way he wants.

**MOTION** to adjourn @ 7:56 pm by Commissioner Alderman and seconded by Commissioner Lockwood. Unanimously approved.

Respectfully submitted,

Linda DeManche  
Fire District Administrator as Recording Secretary