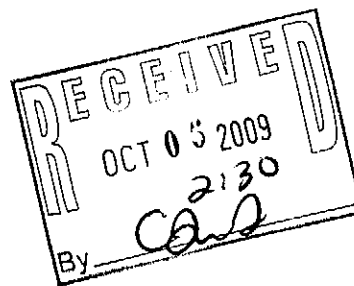


Draft-Not yet Approved

BOARD OF FIRE COMMISSIONERS
THOMASTON FIRE DEPARTMENT
MEETING MINUTES - October 5, 2009



The monthly meeting of the TFD Board of Fire Commissioners was held October 5, 2009 at the Firehouse.

In attendance:

Cmsr. Tom Scully	Cmsr. Scott Potter
Cmsr. James Wilson	Cmsr. Robert Henderson
Cmsr. Henry McGee	Chief Jamie Wilson
2 nd Asst. Chief Glenn Clark	Ken Koval
1 st Asst. Chief Jim O'Neil	

The meeting was called to order at 18:59 hours by Secretary Koval

Motion made, seconded and passed to appoint Cmsr. Wilson acting chairman for the meeting

Fire Marshal's Report

- Fire Marshal Robert Norton, Sr. reviewed his monthly report. He provided detailed explanations on some items.
- The Fire Marshal requested approval to purchase 3 sets of coveralls for the fire marshals at a cost of approximately \$300.00.
Motion made, seconded and passed to authorize purchase
- Discussion was held on having the deputy fire marshal's perform some of the required inspections.

The Fire Marshal was excused at 19:07 hours and the Chiefs joined the meeting

1. Ken Koval read the minutes of the September 14, 2009 meeting. Motion made, seconded and passed to approve as read.
2. Ken Koval reviewed the bills to be paid. Motion made, seconded and passed to approve payment.
Ken Koval distributed a copy of the September 30, 2009 budget/expense report.

3. Report of the Chiefs

3.1 Training

- Due to the poor weather last week all scheduled training has been pushed back one week.
- In-house maize training was held last week.

3.2 Apparatus

- The tower appears to be operating okay after it's annual service. need to keep an eye on the extend & retract operation for potential problems.

3.3 Equipment

- One of the bio-meters had to be repaired at a cost of approximately \$300.00
- The new chain saw should be delivered this week.
- The fax machine is not working. Motion made, seconded, and passed to authorize purchase of a multifunctional unit for approximately \$150.00
- One of the dive suits needs zipper repair as it leaks at a cost of \$449.00. Kevin Robinson joined the meeting briefly to explain the request. Motion made, seconded and passed to authorize the repair.
- 6 pagers have been ordered for new members.
- The multimedia projector and laptop computer purchased with a TSB grant has been received.

3.4 Board of Finance Meeting

- Chief Wilson reported that the Board of Finance has requested the the Department attend their October 13th meeting to discuss the potential repair of Engine #3.
- A copy of the letter the Chief sent to the Board of Finance was distributed.

3.5 Pension Amendment

- Some discussion was held regarding the status of the pension program changes.

3.6 Basketball Fundraiser

- The basketball fundraiser was held this past Saturday. It was attended by approximately 300 adults and kids and was very successful.

3.7 Fire Prevention Week

- Members of the Department will be visiting the various day care operations and Black Rock school this week with fire prevention presentations.
- On Sunday October 11th there will be an open house at the firehouse from 12 Noon to 4pm.

3.8 Monthly Breakfasts

- The monthly breakfasts begin again this Sunday October 11th.

3.9 Torrington Warehouse Fire

- Chief Wilson displayed a detail report prepared on the Torrington warehouse fire that Thomaston assist in.

3.10 Report of Asst. Chiefs

- Asst Chief O'Neil reported that the Department has submitted Al Bowkett's name for consideration into the Firefighters Hall of Fame.
- Asst. Chief O'Neil reported that funds have been made available to reimburse Towns for 50% of the cost of FFI & FFII training upon successful completion. The process has yet to be finalized.
- Asst. Chief O'Neil reported he will be researching whether the Department should be putting the pagers on a service contract.
- Asst. Chief O'Neil reported he is reviewing our turnout gear needs. Discussion was regarding whether the Department could use Norfolk for washing the gear when needed.
- Asst. Chief Clark reported that the new paper towel and toilet paper dispensers have been received.
- Asst. Chief Clark requested approval to purchase a large first aid kit for the firehouse, 7 small kits for the apparatus and 7 sanitizer systems for the Firehouse.
Motion made, seconded and passed to authorize purchase totaling approximately \$750.00
- Asst. Chief Clark requested approval to purchase 10 pairs of gloves at a cost of approximately \$600.00
Motion made, seconded and passed to authorize the purchase.
- Some discussion was held regarding the need for boots to be purchased
The chiefs were requested to develop a comprehensive list of needs for consideration.

3.11 Report of the Secretary/Treasurer

- Ken Koval distributed a draft copy of the 2010 Commission meeting schedule. A couple of changes were requested. The final schedule will be adopted at the December meeting.
- Ken Koval inquired regarding the Commissions thoughts on the reappointment of the chiefs for next year.
Motion made, seconded, and passed to advise the Department that it is the Commissions intention to reappoint all 3 chiefs at the January meeting.
- Ken Koval advised the group to begin thinking about the capital expenditure needs for 2010-11. The budget request should be coming out soon.
- Ken Koval advised the group that he will be out of state and not attending

the November meeting. Scott Potter has agreed to record the minutes in November.

4. Special Committees

- None

5. Unfinished Business

- None

6. Old Business

None

7. New Business

None

8.. Report of the Commissioners

- Cmsr. Scully requested that letters be sent to the Department, the Explorers and Ladies Auxiliary commending them on the State Convention success.
- Cmsr. Scully inquired as to whether our antique apparatus could be pulled in parades. He was advised it would very costly to make the unit street worthy.
- Cmsr Potter inquired regarding the in-house phone system and whether we could identify a vendor who services the system.
- Cmsr. Potter stated that the apparatus is looking great and that some attention to the firehouse and inside the apparatus should be performed.
- Cmsr. Potter reported that a file cabinet with lock has been ordered for storage of the medical records in the asst. chief's office at a cost of \$169.99.

Motion made, seconded, and passed unanimously to adjourn the regular meeting at 20:47 hours, excuse the chief's and move to an executive session to discuss a personal matter.

The following individuals were in attendance at the executive session:

Cmsr. Wilson, Cmsr. McGee, Cmsr. Henderson, Cmsr. Potter
Cmsr. Scully, Secretary/Treasurer Koval

At 21:00 hours motion made, seconded and passed unanimously to adjourn the executive session and return to the regular session.

There being no further business, motion made, seconded and passed to adjourn the meeting at 21:01 hours.

Respectfully submitted,

Kenneth A. Koval
Secretary to the Fire Commission