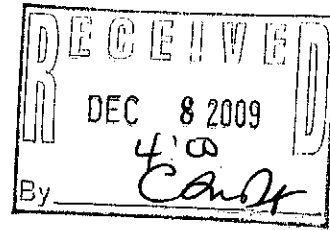


Draft-Not yet Approved

BOARD OF FIRE COMMISSIONERS
THOMASTON FIRE DEPARTMENT
MEETING MINUTES - December 7, 2009



The monthly meeting of the TFD Board of Fire Commissioners was held December 7, 2009 at the Firehouse.

In attendance:

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

The meeting was called to order at 19:04 hours by Acting Chairman James Wilson

Fire Marshal's Report

- Fire Marshal Robert Norton, Sr. reviewed his monthly report. He provided detailed explanations on some items.
- Discussion was held concerning the need for the Fire Marshal and Deputies to document all time spent on their activities including calls, training, meetings and inspections.
The Fire Marshal needs to be sure that activities are assigned to the Deputies and is reported.
Compensation for Deputy Fire Marshal Clark was discussed and it was agreed that he should receive \$1500.00 per year at the beginning.
- The Center School is being cited for propping open fire doors.
- The Fire Marshal reported that the Library railing heights are too low (29"). They need to be 42" high and the Library will be cited for the violation.

The Fire Marshal was excused at 19:34 hours and the Chiefs joined the meeting

1. Ken Koval read the minutes of the November 2, 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 November 30, 2009 budget/expense report.

3. Report of the Chiefs

3.1 Training

- A hazmat drill was completed two (2) weeks ago.
- A review of the DOT guidebook was performed last week.
- Two (2) members are currently in the FFI class and four (4) are in the FFII class.

3.2 Apparatus

- Rescue #4 door latch is broken. G-K has ordered parts.
- Rescue #4 window doesn't roll up after being rolled down.
- Engine #3 will be going to G-K for pump repairs in the next week or two.

3.3 Equipment

- One of the CO detectors is not working and needs replacement at a cost of \$255.00. Motion made, seconded and passed to authorize purchase.
- A pop-up canopy is needed for use at the scene of some calls and for inclement weather. Chief Wilson will get a proposal.

3.4 Pension

- Members are currently deciding if they are going to stay in the pension program or go to the per call plan. Forms are being executed with their choice.
- The Town will be issuing a check to the Department for \$5000.00 covering the first years fees.
- A separate checking account will be opened to account for the funds which will be paid out in January & July each year.
- The Department is responsible for recordkeeping and issuing annual tax forms.

3.5 ISO Review

- A representative from ISO met at the firehouse with Asst. Chief O'Neil and Chief Wilson to begin their review of the Department. General discussion was held on the results of the review.
- The ISO representative advised that engine# 3 is needed in order to have three (3) pumper for the maximum impact on our ISO rating.

3.6 Physicals

- Department physicals will be scheduled for February 2010.

3.7 Report of Asst. Chiefs

- Asst. Chief O'Neil reported on a meeting held to discuss the governors budget cuts that will affect the State Fire Schools.
The cuts could cause some or all of the schools to close.
- Asst. Chief O'Neil reported that three (3) batteries for portables had to be ordered at a total cost of \$270.00.
- Asst. Chief O'Neil requested approval to purchase ten (10) set of gloves, Three (3) sets of turnout gear and a pair of turnout pants at a total cost of approximately \$7200.00
Motion made, seconded and approved to authorize purchase.
- Asst. Chief O'Neil reported that the floors and carpets will be cleaned starting this week.
- Asst. Chief Clark reported on an ESF Region #5 meeting that he and Chief Wilson attended.
- Asst. Chief Clark reported that Danbury may have a vehicle that could be used for the Regional Dive Team.
- Asst. Chief Clark reported that there is a valve problem on engine #7 and it is being watched.
- Asst. Chief Clark reported that the new tires on engine #3 will not be scheduled until after the pump is fixed.

3.8 Miscellaneous

- Asst. Chief O'Neil will order badges, keys and commissioner plates for the new Commissioners.
- Asst. Chief Clark reported that the Department is considering purchasing a new stove for the kitchen.
- A new fawcett is on order for the men's bathroom.
- A new water main is being installed on West Hillside Ave.
- The Department Christmas party is scheduled for this Friday.
- There is a breakfast this Sunday.

3.9 Report of the Secretary/Treasurer

- Ken Koval distributed a copy of the 2010 Commission meeting schedule.
- A copy of the letter from former commissioner Bob Henderson was distributed.
- The contact list was distributed and reviewed.
- Ken Koval will develop a year end holiday letter to the membership from the commission.

3.10 2020-11 Capital Expenditure Budget

- The 2010-11 capital expenditure report was distributed and reviewed.
- Motion made, seconded and passed to approve submission.

3.11 2010-11 Operating Budget

- A draft of the 2010-11 TFD operating budget was distributed and discussed in detail. It will be presented for final approval at the January commission meeting.

4. Special Committees

- None

5. Unfinished Business

- None

6. Old Business

None

7. New Business

None

8.. Report of the Commissioners

- Cmsr. Jerry Scully advised the Asst. Chiefs that as deputy fire marshals they need to document all their activities.
- Cmsr. Tom Scully requested a gas usage summary report for the next meeting.
- Cmsr. Tom Scully inquired regarding the use of apparatus staying at a downed wires call until the utility company arrives. He was advise that once cones are received the apparatus departs the scene.
- Cmsr. Tom Scully inquired regarding Home Land Security grants that the Town is receiving for all three emergency service units, but a portion of the funds never seem to get to the Fire Department.
It was requested that a letter be sent to the First Selectman regarding this Issue.

There being no further business, motion made, seconded and passed to adjourn the meeting at 21:31 hours.

Respectfully submitted,

Kenneth A. Koval
Secretary to the Fire Commission