

TOWN OF WOODBRIDGE
Board of Fire Commissioners
Minutes of Regular Meeting
Monday, February 10, 2020 – 6:00 pm
Woodbridge Fire Department

Present: *Vice Chairman Michael Horton, Commissioner Bruce Mandell, Secretary Mike Soufrine, Chief Sean Rowland, Assistant Chief Chris Bahner, Fire Marshal Joe Cappucci, Joseph Crisco (Board of Selectman Liaison to the Fire Commission), Nate Case, Dwight Rowland, Susan Jacobs*

Absent: *Chairman Elia Alexiades, Commissioner Karen Baldwin-Kravetz (resigned)*

Call to Order

With a quorum (3 Commissioners present), Vice Chairman Michael Horton convened the meeting at 6:10pm.

Public Comments

None

Liaison Comments

None

Chairman's Report

Chairman absent – no report

Review Current Financial Statements

Year-to-Date FC Operating Budget and Capital Budget

Chief Rowland distributed and reviewed the operating budget. He is keeping an eye on Repair and Maintenance (53510). Chief noted that the BOS approved a \$30,000 line item transfer (R&M). Finance is aware it is due to repairs on the trucks. This line goes over every year and gets funded by BOF at the end of the year. He remarked that we may not need the entire amount and could give some back -it's too early to say since we are just in February. We will continue to keep an eye on that line as well as Hydrant line (55245) which is over due to a hydrant repairs and May/June overages. Discussion took place.

Fire Chief's Report – Fire Chief Rowland

Apparatus--Chief Rowland explained that it is a heavy year in the R&M line item, due to annual maintenance and DOT inspections. Engine 2 (\$740 in repairs), Rescue 1 (will need new fuel gage and brake can – still waiting for the bill), Engine 7 (annual, maintenance), Tower (Lube, oil and filter, stability arms). We received word that Engine 3 which was expected back to us in March has been delayed to May (Government tariffs), and they are running behind.

EMS- Nothing to report. Waiting on Town Council. Chief remarked that the Town could save a lot of money with a different vendor and/or negotiation. Discussion took place.

Shed- BOS meeting in December. They want to use the old FH (Bay 1) for a museum. The FD needs to store equipment and know that it is readily available. Discussion to place. If Bay 1 was to be used for a museum, the thought was to make the footprint of the shed bigger. Chief met with the Inland/Wetland commission back in January and they are open to this idea – need to see architectural drawings.

Dispatch- Still have on going issue with times and numbers. Will take up in executive session.

Fire Marshal's Report – Fire Marshal Joseph Cappucci

FM Cappucci distributed and reviewed his report (attached). He had 49 appointments thus far this month 40 inspections, 1 fire investigation, 2 plan reviews and 6 consultations.

Executive session

6:44pm

MOTION (HORTON) to go into Executive Session

MOTION (SOUFRINE) SO MOVED

MOTION (MANDELL) SECOND THE MOTION

Actions heard on Executive Session

7:15pm: Executive Session Ended. No motions were made, and no actions were taken

Chairman's report

None

Correspondence

None

Approval of minutes

With no objection, approval of the minutes was tabled until the next meeting.

Next Meeting Date

March 16, 2020

Adjournment

MOTION (HORTON) to adjourn. With unanimous approval, the meeting adjourned at 7:20 pm.

Respectfully submitted,

Tina O'Connor Clerk
Board of Fire Commissioners

Michael Soufrine
Secretary