

TOWN OF WOODBRIDGE
Board of Fire Commissioners
Minutes of Regular Meeting
Monday, February 11, 2019 – 6:00 pm
Woodbridge Fire Department

Present: *Chairman Elia Alexiades, Vice Chairman Michael Horton, Commissioner Bruce Mandell (arrived 6:13 pm), Commissioner Karen Baldwin-Kravetz, Chief Sean Rowland, Assistant Chief Chris Bahner, Fire Marshal Joe Cappucci, Nate Case (Executive Board Liaison), First Selectman Beth Heller (BOS liaison), Tom Handler (BOF liaison)*

Absent: *Secretary Mike Soufrine*

Call to Order

Chairman Alexiades convened the meeting at 6:08 pm.

Approval of minutes

MOTION (Baldwin-Kravetz/Horton) to approve the minutes from December 17, 2018 as presented;
MOTION passed unanimously (ALEXIADES/HORTON//BALDWIN-KRAVETZ).

January 14, 2019 minutes were deferred.

Public Comments

None

Liaison Comments

First Selectman Heller updated commissioners on the status of the budget process and how best to address the 8% increase shown at this point. BOF liaison Handler also remarked on the budget process and commended the department and commission on a good presentation to the Board of Finance. Discussion took place on how to show truck funding and the repair and maintenance line.

Chairman's Report

Chairman Alexiades urged fellow commissioners to support and attend the Snowflake Dance on the 23rd of February.

Review Current Financial Statements

Year-to-Date FC Operating Budget and Capital Budget

Chief Rowland distributed and reviewed the operating budget. He addressed overages in Repair and Maintenance, Technical, and Overtime Clerical. The increased call volume directly impacts those three lines. The department has been budgeting for 450 calls and last year had 758 calls. Discussion took place.

MOTION (MANDELL/HORTON) to approve a line item transfer of \$5,200 from capital hose to technical to purchase a replacement generator. Discussion took place on hose testing and replacement as well as the need for the generator. MOTION carried unanimously ((ALEXIADES/HORTON/MANDELL/BALDWIN-KRAVETZ).

Fire Chief's Report – Fire Chief Rowland

Chief Rowland reviewed a chart comparing call volume that shows a 186% increase from last year to this year date – up drastically from last year and last year was busiest ever. Discussion took place. He also

reviewed call volume for the past 4 years and firefighter hours (just at scenes). These are indicators that reflect in our budget. This information will be shared in the next town newsletter.

Chief reported on apparatus repairs, the radio system upgrade project, and new Engine 3. He will attend a preconference for Engine 3 with Engineer Kaoud and Firefighter Konwerski.

March 14th 1929 is the 90th anniversary of the WVFA. Amity H.S. advanced video class is doing a documentary and a history board is being created for the firehouse. Discussion took place.

WFD Activity Report – Assistant Fire Chief Bahner

Receive Activity Reports, Statistics, & Vehicle Response Report (attached)

AC Bahner's report information was covered with call volume charts earlier in the meeting.

Fire Marshal's Report – Fire Marshal Joseph Cappucci

FM Cappucci distributed and reviewed his report (attached). He had 43 appointments last month including 34 inspections, 5 consultations, 1 tank removal, and 3 investigations (fire alarm at Beecher Road School, fire at 8 Hampton, and accident at 3 Tumblebrook. Discussion followed. Also discussed were the repairs on the sprinkler system at the Willows.

Executive session

MOTION (MANDELL/BALDWIN-KRAVETZ) to go into Executive Session with commissioners and Chief. Liaisons were not inclined to stay. MOTION passed unanimously (ALEXIADES/HORTON/MANDELL/BALDWIN-KRAVETZ). Executive Session began at 6:57 pm and ended at 7:14 pm. No votes and no action were taken.

Discussion took place regarding dispatch (had been deferred from Chief's report).

Correspondence

None

Next Meeting Date

March 18, 2019

Adjournment

MOTION (Horton/Mandell) to adjourn. With unanimous approval, the meeting adjourned at 8:50 pm.

Respectfully submitted,

Aimee Cotton Bogush, Clerk
Board of Fire Commissioners