

TOWN OF WOODBRIDGE
Board of Fire Commissioners
Minutes of Special Meeting
Tuesday, March 17, 2020 – 6:00 pm
Woodbridge Fire Department -**DIAL IN ONLY**

Present: *Chairman Elia Alexiades, Commissioner Karen Baldwin-Kravetz, Vice Chairman Michael Horton, Commissioner Bruce Mandell, Secretary Mike Soufrine, Chief Sean Rowland, Fire Marshal Joe Cappucci, Joseph Crisco (Board of Selectman Liaison to the Fire Commission), Nate Case*

Absent: *Assistant Chief Chris Bahner*

Call to Order

With a quorum (5 Commissioners present), Chairman Elia Alexiades convened the meeting at 6:03pm

Public Comments

None

Liaison Comments

None

Chairman's Report

Chairman Elia Alexiades stated that much of the meeting will focus on the COVID-19 protocol (in lieu of the written agenda). Going forward, documents should be circulated in advance and post no less than 24 hours. The Governor of the State of CT issued an executive order that meetings can take place via dial in.

Review Current Financial Statements

Year-to-Date FC Operating Budget and Capital Budget
Tabled until next meeting

Fire Chief's Report – Fire Chief Rowland

Chief Rowland began with discussing the pandemic. He stated that a national emergency was declared last Thursday. In light of this, he has ordered an abundance of supplies for the FD: masks, bacterial wipes, gloves, purrell, mattresses, air purifiers and UV light, 3 pallets of water. The biggest issue is the N95 masks which are in high demand and short supply. Chief had a dial meeting with the entire WVFA on Tuesday night. He has instituted new procedures and guidelines during the pandemic in how we respond-- which includes wiping down the trucks and gear after calls, limiting time in the FD after calls (go straight home). The FD is closed to the public, and the external cleaning company is coming in twice per week. He continued stating we are saving all receipts for the supplies as FEMA will reimburse at 75/25. The Chief has been on daily conference calls with the Fire Academy, Town of Woodbridge. He has instituted their policies as well. FF over 60 years of age and or have high blood pressure should not respond to calls. Chairman Elia Alexiades asked how these mandated would impact response numbers, tax abatement incentives. Chief Rowland continued that no FF would be penalized for not showing up. Chief continued stating this is new territory and things are changing hour by hour. Discussion took place. Chief continued that Truck Crew and Meetings are on hold until further notice (abiding by the “no large crowd”) policy, of social distancing.

The Fire Marshal's inspections are cancelled until further notice. The FM is currently working on the notes from the house fire at Seymour Rd on March 1st (Bethany, Seymour, Orange) also responded to. Chief

explained there was never an issue of loss of water. He posted a response to Facebook as some media sights implied that. Chairman Elia Alexiades and Commissioner Karen Baldwin-Kravetz both stated the Chief's written response was good. There was damage to the outrigger on the truck. This expense will run \$10,000. Discussion took place.

Fire Marshal's Report – Fire Marshal Joseph Cappucci

Tabled until next meeting

Executive session

None

Actions heard on Executive Session

None

Chairman's report

Commissioner Karen Baldwin-Kravetz asked to give an update on Dispatch. A very productive meeting was held, and the Town has immediately hired a dispatch consultant (former Fire Chief) who has read the last 7 years of BOFC meeting minutes and will conduct a background investigation in the next 60/90 days to report on his findings.

Correspondence

None

Approval of minutes

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

Next Meeting Date

April 20, 2020

Adjournment

MOTION (ALEXIADES) to adjourn. With unanimous ROLL CALL APPROVAL approval, the meeting adjourned at 6:45 pm.

Respectfully submitted,

Tina O'Connor Clerk
Board of Fire Commissioners

Michael Soufrine
Secretary