

**TOWN OF WOODBRIDGE**  
**Board of Fire Commissioners**  
Minutes of Special Meeting  
Monday, May 18, 2020 – 6:00 pm  
Woodbridge Fire Department -**DIAL IN /ZOOM ONLY**

Present: *Chairman Elia Alexiades, Commissioner Karen Baldwin-Kravetz, 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),*

Absent: *Vice Chairman Michael Horton,*

**Call to Order**

With a quorum (4 Commissioners present), Chairman Elia Alexiades convened the meeting at 6:20pm

**Public Comments**

None

**Liaison Comments**

Joe Crisco thanked all the FD for their continued hard work

**Chairman's Report**

Chairman Elia Alexiades stated it was a difficult weekend for the FD with a few serious MVA's. He thanked the members for all their hard work during this difficult time. The Chief will discuss in detail. He also reiterated that we will vow to get the Video Conferencing to work correctly at the next meeting which is required for ADA compliance.

**COVID-19 Update**

Chie Rowland gave a summary. To date in CT, 38,000 tested positive, with 3449 deaths. Hospitalizations were down 100 people have tested positive in Woodbridge (20 deaths). Just today, the Governor has delayed the opening of hair salons. There were an additional 5 confirmed cases in woodbridge. We anticipate this number will go up when the Governor reopens the State. Discussion followed.

Chief Rowland continued to state that call volume has gone down – quitter than normal (Orange FD is down as well). Which is positive news for the FD.

We are continuing to order and gather supplies. We received a few N95 Masks. The KN95 which we secured are not at 100% (30%). They are not truly reliable.

We are still waiting for shipment of the decontamination machine.

For extra precautions:

The cleaning crew is coming in 2 to 3 times per week.

Joe, Ted, Anthony ae cleaning and wiping down the FD every day

Our HVAC vendor has cleaned/replace air filters

All FD business is conducted over ZOOM Conference calls as well as weekly training.

Chief explained it is challenging as the FD is going through a lot of PPE when responding to calls.

Chairman Elia Alexiades noted that testing facilities are currently under utilized and anyone can go and get tested.

### **Review Current Financial Statements**

Year-to-Date FC Operating Budget and Capital Budget

Chief Rowland pulled up the reports on the screen. Most notable:

Repair & Maintenance: hope to get through the end of the fiscal year – may go over (short term)

We are still working on repairs for engine 9

Medical expense Line Item: Interesting line item due to the pandemic. We will need a PO to cover additional expenses. YNNH are not conducting physicals – The chief will talk to Tony G this will go over in July./August. Chairman Elia Alexiades asked if there is a waiver in place since some of the FF exams have expired and the hospitals are not doing exams. Chief Rowland responded yes, as everyone is in the same boat. Discussion followed. Chief explained that pulmonary and air pack testing are also on hold. Yale has suspended this indefinitely.

Regarding medical supplies, it is important to remember that these will be reimbursed 75% (FEMA) to the Town. In the long run, the medical line item will not be going over.

Technical: We need to keep an eye on that

IT: We have been utilizing IT more frequently as everything is online and not in person.

Cleaning/Custodial: Will go over as we have increased this service 2 to 3 times per week.

### **Fire Chief's Report – Fire Chief Rowland**

As stated, the call volume is down, however, last Friday was a big day for the dept. There were 2 MVA accidents—one on Ansonia Rd where the driver was entrapped (FD got him out) and later died at the hospital.. One truck is out of service as it was damaged coming out on Center Road (currently getting an estimate for repair). Discussion followed

The FF are doing well. They are wearing masks in the building and keeping their gear clean. People are feeling more comfortable in the FH.

Apparatus: Couple repairs coming up. We need to replace tires (7 yr requirement). Need to do a line item transfer to cover this. Chairman Elia Alexiades asked if this could wait until the next fiscal year budget. Chief Rowland stated if he can, he will, but June is when the tires are due (state mandate).

Engine 3: Chief Rowland shared latest pictures of the Engine being built (FLA). Chief will share pictures as they arrive. The truck is slated to be complete in June. He will have more information at the next BOFC regarding going to FLA to inspect the truck prior to taking ownership.

### **WFD Activity report- Assistant Chief Bahner**

Asst. Chief reiterated that calls have been slow

Chief Rowland stated we are catching up on Fire cards. We did submit to the state the required batch from the First Quarter.

**Fire Marshal's Report – Fire Marshal Joseph Cappucci**

FM Cappucci discussed his report:

Wrapped up the Fire Investigation on Seymour rd

Completed 7 Plan reviews and 9

FM continued that inspections have been put on hold – been quiet. He has been participating in on line classes.

Chief Rowland stated that Joe has been doing a lot for Chief – picking up supplies from FEMA every Tuesday.

**Executive session**

Chairman Elia Alexiades noted that we call a special meeting if we need an Executive Session

**Actions heard on Executive Session**

None

**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** (SOUFRINE) to adjourn. **MOTION SECOND** (MANDELL) With unanimous ROLL CALL APPROVAL the meeting adjourned at 6:53pm.

Respectfully submitted,

Tina O'Connor Clerk  
Board of Fire Commissioners

Michael Soufrine  
Secretary