

TOWN OF WOODBRIDGE
Board of Fire Commissioners
Minutes of Special Meeting
Monday, June 15, 2020 – 6:00 pm
Woodbridge Fire Department -**ZOOM ONLY**

Present: *Vice Chairman Michael Horton 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), Nate Case*

Absent: *Chairman Elia Alexiades*

Call to Order

With a quorum (4 Commissioners present), Vice Chairman Michael Horton convened the meeting at 6:10pm

Public Comments

None

Liaison Comments

Joe Crisco thanked all the FD for their continued hard work

Chairman's Report

None

COVID-19 Update

Chie Rowland gave a summary. COVID-19 seems to be slowing down in the State. 4 reported positive tested in Woodbridge. The FF are using extra precautions with PPE on every call – hot spots are nursing homes. Discussion followed. The Governor opening phase 2 on June 17th. Tomorrow night will be the first time since March that the entire department will report for Truck Crew. Chief continued that they will be taking extra precautions for safety (6 ft apart, working on trucks in stages).

Chief Rowland continued to state that call volume has gone down – quieter than normal However, serious accidents (vehicle) including fatalities has risen.

We are continuing to order and gather PPE supplies (masks, gloves). We anticipate a possible spike in cases in the fall. We are still waiting for shipment of the decontamination machine.

Chief continued that the FD is working well with the PD. Commissioner Karen Baldwin-Kravetz noted that was good to hear. Secretary Mike Soufrine inquired on the issues with dispatch. Discussion followed. Chief Rowland replied things were ok-- with a few issues. Commissioner Karen Baldwin-Kravetz inquired if there was any news from the Consultant the Town hired. Chief Rowland said that Beth would bring him by the FD to sign an agreement. Discussion followed.

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: We are ok. There were damages to Rescue 1 from an accident -\$26,000 (put through insurance).

Medical expense Line Item: As stated at the last meeting, we may go over due to COVID-19

Chief continued that in the next week or two , we will be closing out the fiscal year and start the new year. Commissioner Karen Baldwin-Kravetz asked if the Board needed to approve the budget, Chief responded that he will need some line item transfers, nothing major, which can be discussed at the next BOFC. Discussion followed.

Engine 3- Good news is that the first payment will be in the FY 22 budget. Still discussing the delivery shipment date to CT (due to COVID, we do not want to travel to FLA). We need to figure out how to accept this, without traveling. Chief Rowland shared screen with pictures of new engine –Discussion followed. Commissioner Karen Baldwin-Kravetz asked what will happen to the old Engine 3, Chief Rowland said the Town would sell it.

Engine 9 – Finalize the specs in September (new truck).

There was an issue with air packs, but they are being fixed (under warranty).

Fire Chief's Report – Fire Chief Rowland

As stated, the call volume is down, however, there is a rise in car accidents. Commissioner Karen Baldwin-Kravetz asked if this was speed related, Chief Rowland replied the majority is speed, not paying attention. Chief continued that since there are fewer cars on the road, people are driving faster. Commissioner Karen Baldwin-Kravetz asked if the PD is doing an analysis of the speed (statistics). At the State level, traffic fatalities are up 18%. Chief Rowland remarked that he would look into that. Discussion followed.

Lastly, the FD has been doing drive byes for kids birthday parties (community spirit). Commissioner Karen Baldwin-Kravetz thanked the Department (going above and beyond for the community).

WFD Activity report- Assistant Chief Bahner

Asst. Chief reiterated that calls have been slow, serious accidents have been up. When responding to calls at the Linden. All FF are taking extra precautions with PPE. The Chief reiterated that it is a lot of prep work behind the scenes – wiping down the fire truck, the gear has to be separated (contamination). It is an additional 35 to 40 minutes added on to each call.

Fire Marshal's Report – Fire Marshal Joseph Cappucci

FM Cappucci discussed his report:

12 inspections. He has been participating in on line classes. The FM will reinstate the inspection program after the 4th of July. Calls are up for oil tank history and questions regarding fire pits. The FM spends a lot of time cleaning the fire house.

Executive session

N/A

Actions heard on Executive Session

N/A

Correspondence

None

Approval of minutes

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

Next Meeting Date

July 20, 2020

Adjournment

MOTION (SOUFRINE) to adjourn. **MOTION SECOND** (KRAVETZ) With unanimous ROLL CALL APPROVAL the meeting adjourned at 6:39pm.

Respectfully submitted,

Tina O'Connor Clerk
Board of Fire Commissioners

Michael Soufrine
Secretary