

**WATERFORD BOARD OF FIRE COMMISSIONERS**

**March 25, 2009**

**6:00 p.m.**

**REGULAR MEETING MINUTES**

**Public Safety Complex, 204 Boston Post Road**

Fire Commissioners present:

Robert Darrow  
Donald Chapman, Sr.  
Joseph Martin  
Eric Munsell

Others present:

Chief Timothy Sullivan, Jordan  
Chief Neil Wiseman, Goshen  
Chief Timothy Hennessey, Cohanzie  
Bruce Miller, Fire Administrator  
Vincent Ukleja, Quaker Hill  
Thomas Dembek, Goshen  
Ronald Fedor, Board of Finance  
Diana Cramer, RTM - PP&S Committee  
Stephen Bellos, Communications Supervisor

Commissioner Darrow called the meeting to order at 6:07 p.m.

During the public comments session, Thomas Dembek urge the Fire Chiefs to begin their preparations in participating in the new Fleet Management Utilization Study that is currently being formed.

Motion made by Commissioner Chapman, seconded by Commissioner Martin and unanimously agreed to accept the Regular Monthly Meeting Minutes of February 25, 2009.

**UNFINISHED BUSINESS**

**A. Trucks and Equipment**

1. Goshen – W33 Repairs  
Repairs have been completed and the bill was turned over to the Fire Administrator for processing.
2. Cohanzie – Brush Truck (W-53)  
Delivery is scheduled for mid April.
3. Cohanzie – Rescue Truck (W-57)  
Specifications were delivered to Purchasing Agent for Advertisement.

4. Large Diameter Hose  
Specifications are being finalized for the Purchasing Agent to Advertise.

## **B. Building Projects**

1. Jordan – Building Project  
The contract has been cleared with the town attorney and is being signed off for issuance of a purchase order.
2. Quaker Hill – Apparatus Bay Doors  
Motion made by Commissioner Chapman, seconded by Commissioner Munsell and unanimously agreed to forward to the Purchasing agent for Advertisement.
3. Quaker Hill – Building Siding  
Funding request submitted to the RTM.
4. Goshen – Window Replacement Project  
Windows have been completed and the bill was turned over to the Fire Administrator for processing. The glass door enclosure is being manufactured at this time.
5. Cohanzie – Boiler Replacements  
Funding request submitted to the RTM.
6. Safety Complex – Interior Painting  
Specifications are being finalized for the Purchasing Agent to Advertise.
7. Fire Station Alerting System  
Scheduled for installation in May.

## **C. Communications Center**

1. Advisory Committee  
Communications Supervisor Bellos and the Fire Administrator are working on the building the CAD run cards.

## **D. Research and Development**

1. Community Fire Protection Project  
Working with State DOT on installations on the Vauxhall Street and Hartford Road overpasses.

2. *Fire Department Software Report*  
Progress is steady at this time.

### **NEW BUSINESS**

- A. *Jordan – Boiler Inspection*  
Chief Sullivan advised that the state inspector failed the boiler installation and he will be obtaining quotes for repairs.
- B. *Jordan – Reserve Pumper (W-12)*  
Chief Sullivan advised the Board of Fire Commissioners that he will be pursuing that funding for this apparatus is restored in the Fleet Management plan through the Fleet Utilization Study.
- C. *Waterford Ambulance Service*  
Chief Sullivan gave a quarterly activity report for the Waterford Ambulance Service.
- D. *Volunteer Tax Abatement*  
The Fire Chiefs and Fire Administrator are compiling the necessary data to bring back to the Board of Finance.
- E. *RTM Public Protection & Safety Committee*  
Commissioner Munsell requested an update on the letter from the Fire Chief on the restructuring on the Board of Fire Commissioners. Ms. Cramer advised that the committee has met and the matter is being forwarded to the Charter Revision Committee.

### **ADJOURNMENT**

Motion made by Commissioner Martin, seconded by Commissioner Munsell and unanimously agreed to adjourn at 6:37 p.m.

Respectfully Submitted,

Bruce A. Miller  
Administrator of Fire Services

Note: These minutes are scheduled for approval at the next Board of Fire Commissioners meeting on April 22, 2009.