

Board of Fire Commissioners  
**REGULAR MEETING MINUTES**

April 4, 2019

Present: Commissioner Charles Longo  
Commissioner John Cafazzo  
Commissioner Richard Quagliaroli  
Commissioner James Dutton  
Commissioner Arnold Higgins

Absent: Commissioner Gilbert Spencer  
Chief Michael Thurz

Others: Assistant Chief David Thurz  
Deputy Chief Bruce Motowidlak

Commissioner Longo called the meeting to order at 6:30 PM.

**Public Comment:** None

**Chief's Report:** Presented by Assistant Chief David Thurz reported on the following items:

- Chief Thurz, Deputy Chief Motowidlak, Charles Mahan, John Parlante and Mary Visone met with Shipman Fire Apparatus to review and discuss the status of the preventative maintenance being performed on the apparatus. There was discussion pertaining to some of the billing and adjustments that was felt needed.
- Chief Thurz and Lieutenant Ferrall have been working with Friends of Glastonbury Rowing to improve the safety along the Connecticut River and boathouse docks.
- The department responded to a structure fire on March 30<sup>th</sup>. The fire was caused by two, unattended fire pits in the backyard that had extended to the exterior of a garage that had been converted into a family room. There were no injuries.
- The unit year ended on March 31<sup>st</sup>. Companies have until April 8<sup>th</sup> to enter into the system their incident reports and training records. From that information the second installment of unit pay will be generated, as well as those eligible for the tax abatement.
- Four new thermal imaging cameras have arrived and are being installed in the designated apparatus. Ladder 31 and Ladder 21 are installed.
- Chief Thurz will be out of state from April 24<sup>th</sup> to the 26<sup>th</sup> attending the Congressional Fire Service Institutes Congressional conference in Washington, DC.
- Chief Thurz needs to modify the SOG pertaining to the number of incidents members need to attend annually based on their rank. Commissioner Quagliaroli pointed this error out to the Chief. In the interim the Chief sent an email to all members regarding this error.

- Reviewed the Department's monthly expenditures

**Committee Reports:** None

**Old Business:**

- Deputy Chief's position update – The sole candidate has requested for the testing process to be placed on hold in order for him to address some matters outside of the department. Chief Thurz has given the candidate until April 20<sup>th</sup> to make a final decision if he wants to continue with the process. If not then the Chief will repost the position. Chief Thurz may need to consider expanding the eligibility requirements.
- Station 2 roof update – Facilities has obtained two quotes for the work. Chief Thurz met with the Finance Director, Purchasing Agent and Facilities Manager. Facilities Manager has been asked to look at identifying other potential bidders for the project. Commissioner Dutton expressed his concerns of other potential issues besides the roof that may be in the building such as mold. Commissioners Longo and Quagliaroli discussed the frustration with the amount of time this project has been going on.
- Station 1 and 2 building modification updates – Chief Thurz, Deputy Chief Motowidlak and Captains Cody and Yacka have met with the architect to finalize drawings of the proposed improvements at each station. Once the Facilities Manager has approval from the Fire Department that the drawings are acceptable he will go out for bids.
- Budget update – Budget has been approved. Through the Capital Improvement Program the Department will receive an additional \$220K to continue with renovation and building upgrades. The Department also received \$135K to purchase a new boat. The boat committee has identified a boat through a GSA contract. The Chief will be working with the Purchasing Director to issue a letter of intent to purchase a boat through this process.

**New Business:**

- Commissioner Dutton discussed that the Rotary Club would be interested in going to the training facility to spruce up the grounds. Commissioner Quagliaroli mentioned placing a second gate across the access road into the training facility for safety purposes.
- Commissioner Longo asked about the status of Station 4 being connected to the sewer lines. Assistant Chief Thurz said that the Chief, Town Manager, and Town Engineer are still looking into the cost of doing the change from septic to sewer. They are researching what the most cost effective approach maybe in order to accommodate the shed that has been ordered.

**Approval of Minutes:** Approval of the March minutes was made by Commissioner Dutton and seconded by Commissioner Cafazzo. The motion carried unanimously.

**Correspondences:**

- None

**Next Regular Meeting:** May 2, 2019 at Company 1, 2825 Main Street, 6:30 PM.

**Meeting Adjourned:** Commissioner Longo made a motion to adjourn the meeting, which Commissioner Dutton seconded. The motion carried unanimously. The meeting was adjourned at 7:15 PM.

Deborah Torres

Deborah Torres  
Recording Secretary

- c: Fire Commission (6)
- Fire Chiefs (3)
- Fire Captains (4)
- Richard J. Johnson, Town Manager
- Chris Siwy, Fire Marshal
- Mary Visone, Purchasing Agent
- Robert DiBella, Civil Preparedness