

Board of Fire Commissioners

REGULAR MEETING MINUTES

November 5, 2020

Present: **In Person:**
Commissioner Longo, Commissioner Cafazzo, Commissioner Higgins,
Commissioner Quagliaroli and Commissioner Spencer

By Zoom:
Commissioner James Dutton

Others: **In Person:**
Chief Michael Thurz, Assistant Chief David Thurz and Deputy Chief Motowidlak

By Zoom:
Town of Glastonbury's Information Technology Matt King

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

Commissioner Spencer presented Commissioner Higgins with a gift in recognition for his 25 years of service as a member of the Board of Fire Commission.

Approval of Minutes: Commissioner Longo asked for a motion to approve the minutes from the October meeting. Commissioner Cafazzo made a motion to accept the minutes with Commissioner Higgins seconding the motion. The motion passed unanimously.

Public Comment: None

Chief's Report:

Chief Thurz reported on the following:

Permanent Membership:

- Based on the recommendations of their Captains, the following members have successfully completed their probationary period;
 - Ana Ghilchrist -Station 3,
 - Anthony Granato from Station 3
 - John Daniels -Station 4.
- Commissioner Cafazzo made a motion to approve the members, which Commissioner Longo seconded. The motion passed unanimously.

Annual Meeting:

- The annual meeting took place on November 2, 2020. There were 47 participants: 34 in person and 13 on Zoom. The format included welcoming new members, review of projects, proposed capital expenditures and Department's statistics.

Station Renovations:

- Chief Thurz advised that the contractor initially engaged to do the work at Stations 3 and 4 has withdrawn from the project. Facilities has engaged a replacement contractor, and pricing for the job will be forthcoming. Commissioner Longo inquired on the selection of the new contractor. Chief Thurz advised that through a program managed by CROCG and that the new contractor was previously vetted, which eliminated the need to go out to bid.
- The Department is also looking at additional ways to improve the overall security at each fire station.

Hose/Ladder/Pump:

- Testing completed during the week of October 19, 2020 by a single vendor. Due to its age this year the majority of the Department's 3.5" hose was not tested. The hose is no longer compliant to the NFPA standard. The Department will need to replace some 3.5" hose, but not to the amount previously maintained. The Department also experienced some failure with its hard suction hoses, which will need to be replaced.
- Three ground ladders failed; two of which are repairable and one that is not. The vendor also identified some minor weld cracks in Ladder 15's bucket, in which the vendor would not certify the aerial component. The apparatus is currently at Shipman's Fire Equipment, an authorized Sutphen repair facility making the necessary repairs. Once completed the aerial will be re-inspected. The weld cracks were minor which did not render the apparatus out of service. Ladder 31 had a leak in its waterway so the vendor would not certify that aerial component either. Ladder 31's leak will be repaired, and the aerial re-tested. This did not render this apparatus out of service either.
- Commissioner Longo inquired on the selection of the vendor. Chief Thurz advised through bid solicitations the job was awarded to the lowest bidder. Both Assistant Chief Thurz and Deputy Chief Motowidlak felt that the testing went very well and that the vendor did a very thorough job in a timely matter.

Lieutenant's opening at Station 3:

- Four candidates have applied for the position. Testing in accordance to the Department's By-Laws will consist of a written and oral exam. The written exam will be November 9, 2020 and the oral exam with three outside panelists will be on November 16, 2020. Commissioner Longo inquired if a commissioner would like to serve as a moderator for the oral exam. Commissioner Cafazzo indicated that he would serve.

SCBA Grant:

- The Director of Finance received FEMA's turn down letter on October 28, 2020. Upon receipt of the letter, Chief Thurz requested a meeting with a FEMA representative to understand why the application was rejected. Chief Thurz provided Commission members a copy of an email provided by FEMA as to why the application did not score

high enough for funding. Commissioner Longo inquired who reviews the grants. Chief Thurz advised that a peer review panel consisting of firefighters from across the county participate in reviewing the application narratives.

Air Bag Update:

- The committee, which Deputy Chief Motowidlak chaired, selected Paratech. A Purchase Order has been issued.

Fire Training Ground Pavilion update:

- The concrete pad is in place and the flagpole set. Assistant Chief Thurz mentioned that the Eagle Scout candidate is in the process of receiving lumber quotes and that construction of the pavilion will commence shortly.

Review of Capital Improvement Program and Capital Outlay:

- Chief Thurz explained that the Capital Improvement Program and Capital Outlay proposals are in a draft format.
- Under the Capital Improvement Program the Department has identified six items:
 - Replacement of the Department's self-contained breathing apparatus
 - Replacement of three apparatus with two Rescue/Pumpers
 - Installation of an exhaust mitigation system in each station
 - Upgrades to the Fire Training Facility burn building
 - Replacement Tanker
 - New façade for Station 1
- Under Capital Outlay:
 - There are a number of information technology initiatives that include:
 - Replacement of computer desktop monitors
 - Replacement of a portable projector
 - Implementation of iPads in the apparatus
 - As for Machinery and Equipment the following items were identified that include:
 - Personal protective equipment 12 sets
 - Gear washers and dryers for Stations 2 and 4
 - Fire hose
- Commissioner Gilbert Spencer made a motion to forward the Capital Improvement Program and Capital Outlay as presented. Commissioner Cafazzo second the motion, which passed unanimously.

Review of monthly operating expenses:

- Chief Thurz provided Commission members with a copy of the October operating expenses.

Old Business:

- The Strategic Planning Committee meet on October 19, 2020. The purpose was to regroup since the group had not met since February due to Covid. The group reviewed the proposed Capital Improvement Program and Capital Outlay items. The next meeting will take place on November 23, 2020.

Committee Report:

- Chief Thurz mention that due to the uncertainty surrounding the coronavirus an annual awards dinner in 2021 was doubtful. Chief Thurz mentioned that the Chief's Office would look to recognize those that would have received an award last year and this year at a socially distance company training event. Commissioner Quagliaroli suggested that when the presentations are made that one or two commissioners accompany the Chief. Chief Thurz suggested that a socially distance outdoors event be held similar to the event that was held in September.

New Business:

- None

Correspondences:

- None

Next Regular Meeting: December 3, 2020, 6:30 PM via Zoom.

Meeting Adjourned: Commissioner Cafazzo made a motion to adjourn, which Commissioner Quagliaroli seconded and approved unanimously. The meeting adjourned at 7:21 PM.



Deborah Torres
Recording Secretary

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