

**BOARD OF FIRE COMMISSION**  
**Regular Meeting**  
**December 11, 2017**  
**“MINUTES”**

**Present:** Brett Salafia, Eric Germain, and Darin Hurne

**Absent:** Phil Visintainer

**Others Present:** Fire Chief Greg Voelker, Assistant Fire Chief Martin Swan, Fire Marshal Rich Klotzbier, Deputy Fire Marshal Joe Guest, Fire Fighters Charles Spakowski, and Hunt Voelker

Chairman Salafia called the meeting to order at 7:00 p.m. at Company #1 on Barton Hill Road.

**Pledge of Allegiance**

**Approval of Minutes:** *A motion to approve the minutes of the November 13, 2017 regular meeting was made by Mr. Germain and seconded by Mr. Hurne. Voted 3-0.*

At this time it was requested that agenda item 10C be added: Discussion on Awards Program plan changes.

**Public Remarks:** None

**Approval of Bills/Budget Report:** *Mr. Hurne moved to purchase four sets of replacement turnout gear from Firematic for a total amount of \$10,841.74 to be taken from capital account #23010. Second by Mr. Germain. Voted 3-0 in favor.*

**Fire Marshal Report:** Fire Marshal Klotzbier's report is attached to these minutes.

**Fire Chief's Report:** Fire Chief Voelker's report is attached to these minutes.

**Communications:** None

**Unfinished Business:**

- A) **Dry Hydrants:** Chief Voelker will be speaking with Public Works Director Michelson about this soon. This item will be on the January meeting agenda.
- B) **Follow Up on Dispatch Concerns:** Nothing new to report. Mr. Hurne asked about some questionable items he had seen on IM Responding. Chief Voelker explained how those can be different to see, but that it makes sense to the membership. The alpha numeric and voice pagers have been accurate.
- C) **Radio System Infrastructure:** Paul Zito will be attending this commission's meeting in January to discuss further.

**New Business:**

- A) **Procedure for Background Checks:** Chief Voelker memorialized the standard operating procedures for background checks. This will be revised based on informal discussion held previously to make it consistent with what is in the by laws. All three Chiefs will review background checks. This will be finalized and added to the Jan. agenda.

- B) Application for Benefits Payout:** George Feist has requested his vested balance due to retirement age. If approved, this will close out his account and 50% of the funds in his account will be forfeited back into the plan due to his being 50% vested.

*Mr. Hurne moved to honor Mr. Feist's request for payout of \$618.55. Second by Mr. Germain. Voted 3-0 in favor.*

Finance Director Jylkka will receive Mr. Feist's social security number and a copy of the payout request. Chairman Salafia will alert Rick at ACG of the payout and a 1099 will be sent.

- C) Possible Awards Program Changes:** A tiered program for the awards program had been previously discussed. Chief Voelker stated that the members would like to make the change. A second was discussed; it is proposed that upon death a member's beneficiary shall be paid the full amount in their account, regardless of vested percentage. This will need to be reviewed by the Town's Attorney to make sure that can be done. This item will be revisited in January, though the Commission did take action on the tiered system for making a "good year."

*Mr. Hurne moved and Mr. Germain seconded to approve the following change to the plan for 2018, contingent upon approval from the Town Council: The Awards Program shall reflect a tiered system for just the emergency response portion of the qualification of a good year for the program setting up three tiers for payments— 15%, 22% and 30% of calls attended. Voted 3-0 in favor.*

Chairman Salafia will work on getting this item on the Town Council's agenda.

**Adjournment:** *Mr. Germain moved to adjourn the meeting at 7:26 P.M.. Mr. Hurne seconded. Voted 3-0.*

Respectfully submitted,

Eliza LoPresti  
Recording Secretary