

# **BOARD OF FIRE COMMISSION**

## **Regular Meeting**

**NOVEMBER 18, 2019**

### **“MINUTES”**

**Present:** Brett Salafia, Phil Visintainer, Darin Hurne, and Darius Leedus.

**Others Present:** Fire Chief Greg Voelker, Marty Swan, and Fire Marshal Rich Klotzbier.

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

**Pledge of Allegiance:**

**Approval of the Minutes:** The minutes were tabled for next month.

**Public Remarks:** None

**Approvals of bills/ budget reports:** The bill for the Firehouse system was paid until last year. The Fire Department approved to pay in advance for 5 years. That ended last year, and there was only one bill sent out to the department. *A motion was made by Mr. Hurne, seconded by Mr. Leedus, to pay the invoice of \$8,846 from line 5590 for the Firehouse system. Voted 4-0 in favor.*

**Fire Marshal Report:** Attached to minutes.

**Fire Chief Report:** Attached to minutes.

**Communications:** None

**Unfinished Business:**

**Dry Hydrants Follow Up:** There are a few options for where the department can obtain a dive team to investigate the end of the pipe leading from the Clark Hill hydrant into the lake. This will help determine how to fix the problem of fish getting caught in the pipes and the hydrant. The hydrant next to Chestnut Hill just needs gravel next to the river so the tankers can park off street during emergencies. The other two hydrant problems will have a solution investigated for each.

**Engine 2-12:** This is still in process, but there are pictures online to show the progress of the project. There is a tentative delivery date of March.

**OSHA:** Mr. Salafia contacted OSHA to hold a discussion. New procedures have been drafted and a power point has been made. A list of the attendees and a copy of sign off form for physicals were all sent to OSHA to alleviate the situation. There has been no response yet.

**Chief Vehicle:** The vehicle was being outfitted with the package from Wayland. It will be on the road before the holiday.

**2020-2021 Budget:** The members are thinking about what needs to be added into the budget and if there are any items that need to be removed.

**New Business:**

- a) Cathy Sirois from the Town Hall is handling the annual report and it will be due by December 4<sup>th</sup>.
- b) The department formed an audit committee to review all incident reports, meetings, drills, and training to ensure everyone gets the credit they're owed. The numbers for the fire department will be posted monthly from now on.

***Adjournment:*** A motion was made by Mr. Hurne, seconded by Mr. Visintainer, to adjourn the meeting at 7:37 PM. Voted 4-0 in favor.

Respectfully Submitted,

Katrina Aligata

Recording Clerk

Administrative Assistant