

BOARD OF FIRE COMMISSION

Regular Meeting

January 9th, 2023

“MINUTES”

Present: Brett Salafia, Phil Visintainer, Darius Ledas, Darin Hurne, and Eric Germain

Absent: None

Others Present: Fire Chief Robert Rainville, Marty Swan, Scott Howell, Kenny Royce, and JJ Burke.

Call to Order: Chairman Salafia called the meeting to order at 7:00 p.m. at Company #1 firehouse.

Pledge of Allegiance:

Approval of the Minutes

- a. **October 2022 Revised:** *A motion was made by Mr. Visintainer, seconded by Mr. Hurne, to approve of the revised October 17th, 2022 meeting minutes. Voted 5-0 in favor.*
- b. **November 14, 2022:** *A motion was made by Mr. Hurne, seconded by Mr. Visintainer, to approve of the November 14th, 2022 meeting minutes with no changes. Voted 5-0 in favor.*
- c. **December 12, 2022:** *A motion was made by Mr. Hurne, seconded by Mr. Ledas, to approve of the December 12th, 2022 meeting minutes with no changes. Voted 5-0 in favor.*

Public Remarks: Firefighter Scott Howell wanted to share with the commission that the grant sub-committee has been formed to apply for a FEMA grant. The grant funding would be used to purchase new fireproof radios for the fire department membership. The sub-committee is hoping to apply for more grants in the future.

Approval of bills/budget report: None

Fire Marshal Report: See attached.

Fire Chief Report: See attached.

Communications: Chairman Salafia received a question raised by a Town Council member through the Town Manager about electric car fire training. The member wanted to ensure there has been training in case there were any electric car fires in town. The fire department had training on what to do when there is an electric car fire.

Unfinished Business:

- a. **Dry Hydrants Follow Up:** The bills for the dry hydrants are all paid in full. There is still money in the account to pay to fix two more dry hydrants.
- b. **Boat:** No update.
- c. **Building Committee:** There hasn't been a member from the fire department chosen for the sub-committee. The town is looking for volunteers to join the sub-committee.
- d. **Educational Trailer:** The members discussed the educational trail. A tree limb fell onto the trail during the last big storm. The fire department members need to remove the tree limb to evaluate the damage to see if it should be fixed or trashed. There was a suggestion to investigate whether the trailer is covered under insurance. The members discussed whether the Colchester Fire Department would still want the trailer.

New Business

- a. **Budget planning for next year:** Chairman Salafia updated the members on the budget for the upcoming fiscal year. The capital budget was submitted. If there are any changes or additions that should be made to the operating budget, there is still time to make the revisions. It was suggested to raise the stipend amount so it could go into the capital budget. Another suggestion was made to add more money to the training account to accommodate the increase in training.
- b. **End of year Award/stipend process:** The numbers have been posted for the members to review. They will be posted for 30 days to give the members enough time to dispute the numbers if they think something is wrong. The vote on the numbers will be held at next month's meeting.
- c. **Any other new business:** Chief Rainville brought up a concern to the members. The FR reports that are attached to the run sheets shouldn't be leaving the fire house premises. The members discussed finding a different and more secure way to view and enter the reports into the system. Two suggestions were made on how to keep the reports safe. One was to have a lockable briefcase to safely transport the FR reports. The other option was to have the report saved to an online shared drive with members having limited access. Chief Rainville brought up the fact that the computers, server system, and Wi-Fi all needs to be updated since there is a connectivity issue.
Another item was brought up for the commission to discuss. Chief Rainville wants to take the chief's vehicle to work one mile over the town line into Marlborough. *A motion was made by Mr. Hurne, seconded by Mr. Ledas, to allow Chief Rainville to use the chief's vehicle during the day with a not to exceed a 5 mile distance out of town. Voted 5-0 in favor.*

Adjournment: *A motion was made by Mr. Hurne, seconded by Mr. Visintainer, to adjourn the meeting at 7:34 P.M. Voted 5-0 in favor.*

Respectfully Submitted,

Katrina Aligata

Recording Clerk