

**Board of Fire Commissioners
Regular Meeting Minutes
Wednesday, December 14, 2016
7:30 pm Mortlake Fire Department**

- 1. Call to Order:** Chairman, Peter Considine, called the meeting to order at 7:33 p.m. (19:33 hours).

Attendance: Peter Considine, Chairman; Richard Ives; Patrick Gauthier; Jeffrey Otto; Felix Ramos.
James Soler was absent with notice. Stephen C. Breen was absent.

Others Present – Jim Warren, East Brooklyn Fire Chief; Lou Brodeur, Mortlake Fire Chief; Sandy Brodeur; Tyler Zani.

- 2. Approve Minutes of Regular Meeting of November 9, 2016**

Motion by J. Otto to approve the Minutes of the Regular Meeting of November 9, 2016, as presented. Second by P. Gauthier. Motion carried (4-0-1). R. Ives abstained as he had not attended.

- 3. Public Comment**

F. Ramos thanked the East Brooklyn Fire Department for the Santa Run that they do every year. It is good for the Community.

- 4. Equipment Discussion**

L. Brodeur reported that ET-190 is back in operation after being down for four days last week while being repaired (new reels installed, valves rebuilt, warning lights repaired).

J. Warren reported that his ET was out of service for three days as it had both valves repacked (valve handles under the pump panel were cracked and had to be re-welded).

- 5. Department Discussion**

- a. Recruitment**

L. Brodeur stated that Mortlake made recruitment a priority and they modified the application process for new members (shortened to about a one-month timeframe). They will be asking younger members what their interests are and what they expect from the Fire Department. They will consider incentive programs to keep current members.

J. Otto spoke about not backing away from good recruiting programs due to cost. There was discussion. There needs to be a balance of financial incentives and other types of incentives.

J. Warren stated that they have been handing out applications at the Fire Department, during the Santa Runs and Boot Drives /fundraisers. They have two new members.

R. Ives asked if people are being lost because of not having an incentive. Discussion ensued. Providing/paying for babysitters for new members during training was discussed as a possibility.

6. Financial Reports Discussion

Sandy Brodeur provided and reviewed/explained the proposed Chart of Accounts. Both Departments will follow the same format and, once finalized, each Department will continue to generate its own reports using only the codes that are applicable to that Department. It has not been approved by Sherry yet. Darlene has not seen it either. P. Gauthier stated that their Treasurer, Melissa, would like to get together to discuss it.

R. Ives stated that it is time to start thinking about the budget (effective July 1st). J. Otto stated that the Board of Finance will be looking for final budget presentations sometime in March. The Departments will provide drafts for the 2017/2018 fiscal year at the next meeting (January 11, 2017).

J. Otto reminded everyone that State revenues will be lower than they were this year. He thanked the Departments for submitting their quarterly financial reports to the Board of Finance and that, so far, there have been no questions.

J. Warren brought up the question of where the money would come from when trucks are in need of repairs.

There was discussion regarding capital (there will be a meeting in January).

P. Gauthier stated that the pad is completed at the East Brooklyn Station.

L. Brodeur stated that the generator has been ordered (from S & S in Stonington) and the Town has issued the purchase order. A fence will be installed around the propane tank.

7. Other Business

a. Recruitment Discussion – See Above.

8. Public Comment – None.

9. Next Meeting – January 11, 2017, at East Brooklyn Fire Department.

P. Considine stated that the 2017 meeting schedule has been submitted to the Town Clerk.

J. Otto e-mailed the Fire Report to the Members of the Commission.

10. Adjourn

Motion by R. Ives to adjourn at 8:14 p.m. (20:14 hours). Second by P. Gauthier. Motion carried unanimously (5-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary