

**Board of Fire Commissioners
Regular Meeting Minutes
Wednesday, September 11, 2019
7:30 pm Mortlake Fire Department**

1. **Call to Order** Rick Ives, Acting Chair, called the meeting to order at 7:32 p.m. (19:32 hours).

Attendance: Rick Ives; Jeff Otto; Lou Brodeur; Patrick Gauthier; James Soler. Felix Ramos was absent with notice.

Others Present – Jim Warren, East Brooklyn Fire Chief; Matt Bomster East Brooklyn Fire Department; Dave Lee, Mortlake Fire Department; Patrick Dragon; Sandra Brodeur. S. Breen, Mortlake Fire Chief, arrived at 8:10 p.m.

2. **Approve Minutes**
 - a. **Regular Meeting of June 12, 2019**

Motion was made by J. Otto to accept the Minutes of the Regular Meeting of June 12, 2019, as presented. Second by L. Brodeur. Motion carried unanimously (5-0-0).

3. **Public Comment** – None.

4. **Equipment Discussion**

- J. Warren stated that the truck is still being worked on and has been delayed.
- L. Brodeur stated that Mortlake's ET is out being serviced for 3-4 days (annual pump testing/punch list of repairs). When it returns, ET-2 will go out for service.
L. Brodeur explained that they had their annual hose test and they lost 700 feet of 5-inch hose. S. Breen ordered 1,000 feet to replace it. They also lost 200 feet of 4-inch hose, but had some more in stock. They do not know how old the hose was (life expectation). Discussion continued.

5. **Department Discussion**

- a. **Recruitment**

- J. Warren stated that they have been handing out applications.
- David Lee suggested both departments advertising together with one phone number that interested people could call. R. Ives will decide what phone number to use.
There was discussion. The advertising should also increase awareness because many people do not know what the Departments actually do.
- L. Brodeur commented that, at the Fair, they got 8-10 High School Students needing community service hours. There may be some interest to stay on.

b. Retention – No discussion.

c. Paid Staff

- There was discussion regarding the Town of Canterbury's and how they are having difficulty getting coverage for the paid ambulance (\$13/hour and only able to work 12 hours per week).
P. Gauthier is in favor of a regional ambulance service. Research is needed regarding how far away you can be.
There was discussion regarding KB calls to Pomfret and what is an acceptable response time.
J. Otto will research the number of calls to Canterbury. He does not think it is an excessive amount, but it may increase. Mr. Otto explained that Canterbury has options (e.g. change rate of pay, number of hours per week). R. Ives will contact the First Selectman of Canterbury to discuss the situation.
There was discussion regarding mutual aid.
- There was discussion regarding establishing a subcommittee to look into paid Fire/EMT's. To be composed of five people: the two Chiefs; 1 Member from each Department; and 1 non-member.
From East Brooklyn: J. Warren; Pat Dragon: Pete Lacasse.
Mortlake: S. Breen; and possibly F. Ramos (as he had expressed interest). Mr. Breen will contact Mr. Ives with another name.
Mr. Ives requested that time parameters be set for a plan for progress/recommendations to be made.
- There was discussion about a questionnaire that Mr. Otto had received from the Long-Range Planning Committee for Mortlake regarding whether there is interest for adding paid staff. David Lee explained that it had not been discussed among the Membership in general, therefore, he said they put the question out to raise the awareness and to see what the general opinion is of the Membership as a whole.

6. Financial Reports Discussion

Mr. Otto explained that the latest Financial Reports from both Departments would be distributed at the meeting of the Board of Finance next week.

a. Budget Discussion

J. Otto stated that both Department had over-expended their budgets this year. Mortlake over ten percent (there was an unexpected \$10,000 expense to fix a truck). There was discussion about increasing prices for equipment and repairs. Mr. Otto stated that the Departments are responsible for managing their budgets so that they come in on or below budget. Ms. Ives acknowledged that unexpected costs occur. There was discussion regarding fundraising and grants.

S. Breen arrived at 8:10 p.m.

P. Gauthier's questions:

- Does the Town have a Grant Writer? No, however, Mr. Ives offered to help with writing grants.
- When can payment from the Town be expected? Mr. Ives explained that it would be for the first of the month.
- Is diesel fuel paid to the School? Yes. There was discussion.
S. Brodeur suggested that VFIS insurance be handled the same way (Town pay, then the Departments pay the Town). Mr. Ives stated that he doesn't have a problem with that.

7. Other Business – None.

8. Public Comment – None.

9. Next Meeting – October 9, 2019, at East Brooklyn Fire Department.

10. Adjourn

Motion was made by L. Brodeur to adjourn at 8:15 p.m. Second by P. Gauthier. Motion carried (5-0-0).

Respectfully submitted,

J.S. Perreault
Recording Secretary