

Board of Fire Commissioners
Windsor Locks Fire Department
Minutes – Wednesday, April 9, 2014

1. Call to Order

-The meeting of April 9, 2014 was called to order by Chairman Dan Riley at 7:30 p.m.

2. Pledge of Allegiance

3. Roll Call

-Commissioners present: Dan Riley, Pat Courtney, David Montemerlo and Dennis Gragnolati

-Chiefs present: Chief Ruggiero and Assistant Chief DeBella

-Fire Marshal present: Fire Marshal Sinsigalli

4. Secretary's Report –

Chairman Riley entertained a motion to approve the Secretary's Report for the meeting of March 13, 2014. Motion was made by Commissioner Courtney and seconded by Commissioner Montemerlo to approve the minutes as submitted. All Commissioners voted in favor of the motion.

5. Report of Officers

-Fire Marshal report –

-21 code enforcement inspections were conducted this period. Inspections included a licensing inspection at Bickford Nursing Home. The new sprinkler system installation at the Quality Inn was inspected and tested. Fast Food restaurants along Ella Grasso were also inspected.

-Park Plaza Building has new tenants moving in. Fire Marshal met with owner on the sprinkler system.

-Three fire investigations, landscape fire with minor damage, kitchen fire with 1 civilian injury and one structure fire with significant damage, 1 civilian injured.

-Had problem swearing in the new per diem inspector because he wasn't mentioned by name in the minutes. Commissioners will give Fire Marshal a letter so he can have him sworn in.

-All Fire Marshal staff will be attending the Fire Marshals Conference on April 16 and 17 in Cromwell.

-Chief report

-There were 31 alarms and 3 drills during March

-Bradley came down and did a class on Smart-Tag Triage System.

-Meeting with Peggy Sayers worked out very well. Discussed several legislative bills being submitted in Hartford that impact the Fire Service and our Department.

-First Selectman asked us if we could reduce our Capital. The only thing we had in there was air packs. Frances worked on it and was able to reduce. Board of Finance approved it.

-End of the month Tower 1 will be leaving for Seagraves. We will put Enfield Tower on for coverage from 6 am to 6 pm. After that coverage will be on call as needed.

-Received our renewal for supplemental first responder from the Department of Health. We have that renewed for another year.

-Hose test is April 26, 2014.

-End of the month we will strip the tower ladder before it leaves the station.

6. Standing Committees-

Purchasing – Ongoing

Budget – Waiting for final approval, hearing is in April.

Truck Committee – Frances has put together a Truck Committee we will submit for Capital in 2015. Specs will resemble the Engine 5 specs, work will probably begin after the carnival. Should be completed in October.

Training- This month is annual Haz Mat training. 8 hour course, two Tuesday evenings, with a make up on Saturday. Part of the training will be here part at the Fire Academy.

Building Committee – Let the Board of Selectman know if you are interested in being on the Committee which should be formed shortly. Changes, modifications or additions can be made looking for input from Residents and Fire Department members.

Human Resources – Received one application that will be reviewed at next month's meeting. Amber will be sworn in when she gets home.

Town Ordinance – In the process of forming a Charter Revision Committee with about 15 members. The Charter can suggest minor changes such as language or could also suggest a change in government. Any proposed changes must be approved by the Board of Selectman. The Board of Selectman can approve requested amendments but they can not suggest changes of their own.

7. Old Business - None

8. New Business –

-Commissioner Riley announced he will be stepping down as Chairman of the Windsor Locks Fire Department.

Chairman Riley entertained a motion to Appoint Dennis Gragnolati as Chairman of the Windsor Locks Fire Department. Motion made by Commissioner Courtney and seconded by Commissioner Montemerlo. Dennis will be the Chairman effective at the May 14, 2014 Commission meeting. All Commissioners voted in favor of the motion

9. Appointments and Promotions – None

10. Correspondence - None.

11. Public Input – None

12. Commission Comments – Commissioners thanked Dan Riley for his years of service as Chairman of the Windsor Locks Fire Department.

13. Announcements – None

14. Adjournment

Chairman Riley entertained a motion to adjourn the meeting at 7:55 p.m. Motion made by Commissioner Courtney and seconded by Commissioner Montemerlo. All Commissioners voted in favor.

Submitted by Susan Urso,