

MINUTES  
CLINTON VOLUNTEER FIRE DEPARTMENT  
February 1, 2016

The regular meeting of the Clinton Volunteer Fire Department was called to order by Chief Brian Manware at 7:30 p.m.

All stood to recite the Pledge of Allegiance.

Minutes: A motion was made and seconded to approve the minutes of January 4, 2016 as submitted. The motion carried unanimously.

Treasurer's Report:

- Fire Operating                 \$ 32,173.94
- EMS                                 \$ 36,461.26
- Amb – Operating             \$ 70,097.55
- Amb – Money Market       \$150,981.01
- Amb – Vehicle                 \$ 25,336.94

A motion was made and seconded to approve the Treasurer's Report as read. The motion carried unanimously.

Correspondence:

- Thank you card from the Hill family
- Invitation to UCONN Hockey's Hometown Hero night on February 26, 2016 at the Excel Center – this will be posted
- Invitation to the 6<sup>th</sup> Mohawk Mountain Firefighters race - \$275/team – this will be posted

Report of Chiefs:

Chief:

- The 2015-2016 budget is 50% expended
- The 2016-2017 budget request was \$338,000 which after meeting with both the First Selectman and Board of Selectmen has been reduced to \$333,000.
  - The department goes before the Board of Finance on February 16, 2016
- There is funding in the requested 2016-2017 Capital Expenditure budget for the following:
  - Personal Protection Gear         \$26,000
  - Water Supply Upgrade             \$30,000
  - Attack Hose Replacement         \$15,000
  - Thermal Imaging Camera         \$10,000

- After last month's meeting, P. Lefrancois was appointed to the position of 907 (Lt. Aerial Company)

Deputy Chief Administration:

Reported the fund drives have brought in the following amounts to date:

- EMS fund drive: \$29,505
- Fire Dept fund drive: \$25,084

Deputy Chief:

- The quarterly statistics are posted
- Letters to members who did not meet the requirements will go out next week
- When you attend a drill make sure you sign the drill sheet to get credit
- When responding to a call make sure you get the necessary equipment off the apparatus

Deputy Chief EMS

- Members are doing an excellent job getting the ambulances out
- The department did not go mutual aide at all last month
- Individuals are doing a good job completing the worksheets
- With members taking the time, expired supplies have been found and are being replaced
- Starting February 1, 2016, the new scheduling software will be the only way to sign up for a shift
  - Members should sign up for the days in March they are available
  - Over the next few weeks J. Battista will assign the shifts – equalizing the hours
  - Email and cell phone number need to be included on members' profile pages
  - Members will receive an email or text message announcing what shifts have been assigned to them
  - DO NOT text J. Battista for a day off – if you cannot work your shift, click you want time off and that particular shift will then be posted as open
  - Call J. Battista if you have problems maneuvering around the software
  - You can print out your schedule for the month
  - Call dispatch when you are working
- Starting today, February 1, 2016 – if you think a patient has a broken hip, they need to be transported to ST RAPHAEL'S – Not Yale New Haven or Yale Guilford. This is only for broken hips or suspect of a broken hip.

Assistant Chief:

- The PMs for 953 were done and problems have been found and are being dealt with
- The problems and repairs found on 971 were reviewed
- Members did a good job during the snow storm
- If a member gets hurt, let an officer know right away so the necessary paperwork can be filed

Report of Line Officers:

Captain Headquarters: No Report

Captain Glenwood:

- There will be a work detail February 2, 2016 at 6:30 p.m. at Station 2

Captain Marine:

- 92 is out of service, housed at DPW
- There will be work detailed announced at a later date to unload the boat

Captain EMS: No Report

Lt Company 1:

- Everyone needs to get their quarterly requirements done.

Minutes – February 1, 2016

- A monthly schedule for the second quarter denoting when and what quarterly requirements will be reviewed and discussed was distributed to each member
- There will be less flexibility with individuals needing special training since he has provided this schedule
- If you cannot make the training date (as noted on the schedule) and will need training on a different date, you need to provide D. Johnson with advance notice

Lt Company 2:

- The trucks are ready to roll

Lt Aerial:

- Discussed the pelican box and headset

Lt Rescue:

- If the meter batteries are low – contact T. Clados
- He explained about a slow air leak

Lt EMS 946: No Report

Lt EMS 947:

- The supplies are fully stocked
- Individuals should not leave their DFIBS out in the cold weather, as this affects the life of the batteries and those batteries will need to be replaced
- Check the expiration date on the AED pads
- If you find a set of expired AED pads, don't just remove them – replace them – make the unit whole

Lt EMS 948:

- There is ice melt and snow shovels in all ambulances

Report of Divisions/ Appointed Positions

Communications Coordinator: No Report

Engineer: No Report

Quartermaster: No Report

Junior Company:

- Elections were held and the officers are:  
Travis Jenkins – Lieutenant  
James Wells – Captain

Fire Police: No Report

Auxiliary: No Report

Committee Reports:

Membership:

- One application was received today
- There are two individuals finishing up the process
- Letters went out to between 20-25 members of various status of membership with the following responses received:
  - Jennifer Yungk is requesting to be moved from Active to Honorary Status. A motion was made and seconded to accept Jennifer Yungk's request to be moved from Active to Honorary Status. The motion carried unanimously.
  - Matthew McMillan, Junior member; sent a letter of resignation.
  - Daniel Ayotte, Junior member; sent a letter of resignation.
  - Brian Battista, EMS; sent a letter of resignation.
  - A few members were given a 30 day extension to make a decision regarding their membership status. These will be reported on next month.

Uniform: No Report

LOSAP/Pension:

- Spoke to First Selectman Bruce Farmer regarding a line item for LOSAP
  - There is \$120,000 in the Other Government line item for LOSAP
  - There is a draft for the LOSAP

Finance: No Report

Ways and Means: No Report

House: No Report

Parade:

- Clinton, NJ will be hosting their 125<sup>th</sup> Anniversary for Department Parade/50<sup>th</sup> Anniversary for Rescue Squad on May 20, 2017.
- Information will be posted

Social:

- Tonight is the last night to respond to the banquet
- Banquet is scheduled for Saturday, February 6, 2016 at 6 p.m. at the Clinton Country Club

Sick and Welfare: No Report

Nominating: No Report

By-Law: No Report

Truck Committee:

- In the process of finalizing the document
- Will go out to bid shortly
- A special meeting will be scheduled with the department to review and discuss the truck specifications

Ethics Committee:

- Working on a formal policy
- A draft will be ready by the March meeting

Conflict of Interest: No Report

Old Business:

- Cell tower site:
  - Determining which attorney will represent the Fire Department in the negotiating process
  - There is a proposal on the table for \$18,000 per year for 10 years with 4 additional renewal clauses

New Business:

- Progress of Sutphen engine:
  - You can follow the progress on Boughton's website
  - It should be in service this month
  - Members will be qualified on it when it is put into service

Executive Session: None

Good of the Department:

- Questioned whether to host a St. Patrick's Day Dinner on Saturday, March 12, 2016. A motion was made and seconded to move forward with hosting a St. Patrick's Day Dinner on Saturday, March 12, 2016. The motion carried.

- Asked the department if they wanted to make Easter Baskets for the food pantry with donations received from the schools and other civic organizations. A motion was made and seconded to make Easter Baskets for the food pantry. The motion carried.
- The Fire Department along with the Rotary will hold their annual Spring Food Drive on April 16 and 17, 2016.
- The Fire Department will host a blood drive on May 14, 2016 from 9 a.m. to 2 p.m. in honor of Scott Andrews and Janice Story. A signup sheet will be posted.
- Welcome back Mike Massey. He thanked the department for their cards, prayers, support and well wishes.
- An update on Scott Andrews's health was given. He is cancer free.
- Bob Corson thanked the department for their support and help during the pasta dinner fund raiser for Janice Story.
- On March 14, 2016 there will be a fire demonstration – fire behavior class in the department's parking lot.
- There is a tentative walk thru of the new Morgan School scheduled for Saturday, February 20, 2016. During this walk thru water will be flowed through the sprinklers and stand pipe.
- Phase 3 of the Hammocks is being built (with hydrants) near the end of Waterside Lane. Enter only off of Waterside Lane. Updates will be provided as they occur.
  - Tidewater development is being constructed behind/next to St. Mary's cemetery.
  - When these two developments are completed, there will be a connection between Mallard Lane and Waterside Lane with hydrants.
- At the old Morgan School site the developer is going through the acceptance and permitting process to construct approximately 12 buildings to include housing, restaurants, hotel, and mixed uses.
  - Depending on the window of property transfer to the developer, the department may be able to use the old Morgan School for training from June to October.

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Wendy McDermott  
Clerk