

**BOLTON FIRE COMMISSION
MONDAY, DECEMBER 12, 2016
MINUTES**

Chairwoman Cheryl Udin convened the Bolton Fire Commission meeting at 7:00 p.m. at the firehouse. Commission members present were John Morianos, Chris Moquin, John Roback and Robert Langton. Chief Dixon and Fire Marshal Raymond Walker were also present.

PUBLIC COMMENT – None

APPROVAL OF MINUTES – Motion to approve the November 14, 2016 meeting minutes. (JR/RL) VU.

PAYMENT OF BILLS – Bills that were paid in November were circulated and discussed.

CORRESPONDENCE – None

COMMUNICATIONS FROM THE CHIEF –

- The department answered 31 emergency calls since we met on November 14, 2016. Several vehicle accidents, a lawnmower fire and a large brush fire in Vernon. The department had two Opioid reversals in the last month.
- The new Tanker 234 Kenworth Chassis has been built and it was delivered to the US Tanker factory in Wisconsin last week. Chief Dixon continues to have regular conversations with the company Contract Manager. Progress on the truck can be seen on their web site with weekly updates. We are projecting a February 2017 delivery date.
- ET234 is now registered with Brindlee Mountain Fire Apparatus with expectations to sell it with the potential of February for delivery of Tanker 234.
<https://www.firetruckmall.com/AvailableTruck/08777/1981-1999-Grumman-Pumper-Tanker>
- Our training program continues to escalate with a lot of hands on training and more members taking outside classes. Recent certifications: Elizabeth Malone FF I, Lt Tyler Clark FF II, Curt Beck and Matt Perreira are finishing up on their FF I. We have more three members starting an EMT course in January.
- The 75th Anniversary calendar sales continue.
- The budget process is ongoing. We have spent 41% of our budget after six month into the fiscal year. Chief Dixon has submitted the Capital Expense Requests late in November and presented the proposed 2017–2018 budget to the Fire Commission this evening for their review prior to submission to the town on December 27, 2016.

FIRE MARSHAL'S REPORT

Current Activities:

- Regular inspections and ongoing follow ups continued including; 108 Notch Road, 72 Brandy Street and 201 Boston Turnpike as well as responses to fire safety inquiries from citizens.
- The FY 2017-18 budget was completed as was the FY 2015-2016 Fire Marshal's Office annual report.
- Deputy Fire Marshal Volkert completed the 2016 poster contest and judging will occur at tonight's Fire Commission meeting. Deputy Fire Marshal Volkert has suggested that the Fire Marshal's Office work with Bolton Center School to increase student participation in the contest in 2017. Under consideration will be local award incentives, more involvement of student contestants in the annual Bolton Volunteer Fire Department visit to the school, and Bolton Center School staff discussions.
- Fire Marshal Walker participated in the winter meeting of the IFMA at NFPA Headquarters in Quincy MA and had an opportunity to meet with NFPA President and Chief Executive Officer Jim Pauley.

Upcoming Activities:

- Fire Marshal Walker and Building Officer Rupert will continue to work to more align operations of the Land Use Department and the Fire Marshall's Office. This will include web site enhancements to facilitate external customer access to the Fire Marshal's Office and filing improvements.
- Fire Marshal Walker will be a statewide instructor for code official continuing education in March of 2017 and as part of this an inspection check list utilizing the newly adopted 2016 CT Fire Codes will be developed. This checklist will not only be a statewide training tool but will also form the basis for future Bolton inspections especially if the Code Inspector position is funded.
- NOTE: Because this report has been prepared for mid-December any remaining December activities will be included in the January report.

OLD BUSINESS – The Fire Commission Budget was discussed in detail. Motion to approve both the Fire Commission and Fire Marshal's budget as discussed (JM/JR) VU.

NEW BUSINESS – None

Next meeting scheduled for Monday, January 23, 2017.

ADJOURNMENT – Meeting adjourned at 8:12 p.m. (JR/JM) VU.

Respectfully submitted,
Janet K. Assard
Board Clerk

PLEASE SEE MINUTES OF SUBSEQUENT MEETING FOR APPROVAL/CORRECTIONS TO THESE MINUTES