

BOLTON FIRE COMMISSION
REGULAR MEETING
MONDAY, MAY 21, 2018
MINUTES

Chairwoman Cheryl Udin convened the Bolton Fire Commission meeting at 7:00 p.m. at the firehouse. Commission members present were John Morianos, Robert Langton, John Roback and Chris Moquin. Chief Bruce Dixon and Interim Fire Marshal James Rupert were in attendance. First Selectwoman Sandra Pierog and Administrative Officer Joyce Stille were also in attendance.

PUBLIC COMMENT – None

APPROVAL OF THE MINUTES – Motion to approve the April 23, 2018 minutes. (JM/JR)
V.U.

PAYMENT OF THE BILLS – Bills that were paid in April were circulated.

CORRESPONDENCE – The Fire Commission members nominated Bruce Dixon as Fire Chief and Peter Morra as Deputy Fire Chief. This nomination and vote was done via e-mail. Motion to appoint Bruce Dixon as Fire Chief and Peter Morra as Deputy Fire Chief to the Bolton Volunteer Fire Department (JM/JR). V.U.

COMMUNICATIONS FROM THE CHIEF

- Chief Dixon asked that everyone take a moment of silence to acknowledge the recent passing of retired Fire Marshal Richard Metcalf.
- The Bolton Volunteer Fire Department (BVFD) held the annual awards banquet at A Villa Louisa on May 6, 2018. Elizabeth Malone received the “Firefighter of the Year” award and Lt. Stephen Maroney received the “Officer of the Year”. Deputy Chief Peter Morra received an honorable mention plaque for his continued years of service in the BVFD and to his continued high response to the concerns of the citizens of Bolton. Deputy Morra has served for over 48 years.
- The BVFD held elections on May 7, 2018 at the annual meeting. Bruce Dixon was voted in as Fire Chief. Peter Morra was voted in as Deputy Chief. Both men are now going into their sixth year in these positions. Joseph “Chip” White was elected as President, Daniel Ross as Vice President, Robert Langton as Secretary with over 20 years as Secretary, and Jim Aldrich was elected as Treasurer.
- The BVFD answered 45 emergency calls since April 23, 2018. These calls included five motor vehicle accidents, numerous medical calls, and search and rescue on Bolton Lake,

power lines on fire across Route 44. We assisted in delivering a healthy baby boy in a car on Route 44, fuel spill at I-384 entrance and mutual aid to a large brush fire on Case Mountain.

- Tanker 234 is coming along with good progress in WI. We are targeting a return date in July.
- Service 234 new vehicle has a serial number and is slated for manufacturing in June. The body, lights, radios and graphics will be installed prior to delivery for its arrival in July/August 2018.
- The annual maintenance on the apparatus has been completed. Some major work needs to be done ET334 pump and Truck 134's emission system.
- Thank you to John Butrymovich and the Parks Department staff for the replacement copier.
- The budget meetings have gone well and it appears that we should be ok in the 2018-2019 budget cycle at this time. Chief Dixon met with the members of the Finance Department and Administrative Officer, Joyce Stille concerning closing out the end of this fiscal year.
- The May meeting of the Tolland County Mutual Aid Service including the Fire Chiefs and Municipal representatives met at the BVFD on May 16, 2018. This was the third anniversary of the Heritage Barn fire, in May 2015.
- Chief Dixon attended the CT Fire Chiefs Association meeting in Wethersfield.
- Chief Dixon did several presentations at the Bolton Center School Career Day for a number of very interested students that had some excellent questions.
- Chief Dixon, Cheryl Udin and Interim Fire Marsha James Rupert, Fire Selectwoman Sandra Pierog and Administrative Officer, Joyce Stille met and discussed the positions and potential duties for the Fire Marshal and Deputy Fire Marshal.

FIRE MARSHAL'S REPORT

During the last month the office of the Bolton Fire Marshal participated in the following activities during the last month:

- Deputy Fire Marshal Volkert has been teaching a State sponsored class for the Office of Education and Data Management at various locations across CT.
- Acting FM Rupert has participated in continuing education on the inspection of schools.
- Acting FM Rupert participated in a business dinner with ICC and various stakeholders regarding the International Fire Code as the model document for the future fire code.
- Acting FM Rupert attended a meeting at the State Building and Fire Marshal's Office in Hartford with ICC regarding the use of the International Fire Code for the future fire code. Acting FM Rupert is an active member of the ad hoc committee charged with making a recommendation to the codes and standards committee.
- Acting FM Rupert attended the May Meeting of WCFMA in Chaplin.
- Acting FM Rupert met with Fire Marshal Walt Summers and Deputy Fire Marshal David Mauldin in South Windsor regarding use of Fire House Software for inspections. Based on that Meeting and Mr. Rupert's familiarity with the View Permit software being used by the Bolton Building Department he is recommending the use of Fire House Software if the cloud based system is secure and has a high level of data recovery. The program is high functioning, South Windsor is willing to share the code information they have put into the system as well as the checklists they have customized for various occupancies. Using the program and installing the information will also be positive for expanding the use to pre-plan higher risk occupancies in the town.
- Three J's bar/restaurant was inspected for the liquor permit renewal. No violations were found. The inspection resulted in recommendations to install a Knox box and change the swing on the gate for the outdoor area to outswing.
- An inspection for 666 Boston Turnpike, a 4 family occupancy was postponed to later this month due to the storm and road closure of Route 44. Deputy Fire Marshal Volkert is anticipated to participate in that inspection.
- A plan review for 1135 Boston Turnpike, the Valero gas station has been started. They have an application pending with the Planning and Zoning Commission for tank replacement, adding one fuel dispenser and remodeling of the existing structure with a small addition.
- A list of multi family occupancies requiring Fire Marshal inspection has been compiled and our main focus for inspections will be those occupancies until completed. We also

anticipate an inspection at Indian Notch Park and Herrick Park prior to opening for summer camps. We will communicate with the Superintendent of Schools regarding summer activities and summer school at the Bolton Schools since fire safety is often diminished or overlooked during the summer months.

OLD BUSINESS – After a lengthy discussion regarding a job description, responsibilities, accountability, computer reports and budget a motion was made to appoint James Rupert as the Fire Marshal for one year as stated in the bylaws of the Bolton Fire Commission (JM/CM) V.U.

NEW BUSINESS – Contract between the BVFD the Bolton Fire Commission and the Town of Bolton was discussed. It was decided that after the budget is completed for this fiscal year, this would be discussed at the July 23, 2018 meeting. Chief Dixon asked what happens if something happens to a member of the BVFD. Joyce Stille mentioned that the current contract would roll over, until a new contract is signed.

The information sign outside of the fire house was discussed. The original sign was from the Bolton Boy Scouts. A new more updated, sign was discussed. Discussions will be continued at a future meeting.

Next meeting scheduled for Monday, June 25, 2018.

ADJOURNMENT – Meeting adjourned at 7:45 P.M. (RL/JM) V.U.

Respectfully submitted,

Janet K. Assard
Board Clerk

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