



# TOWN OF VERNON

P.O. Box 54  
Vernon, CT 06066  
[www.vernonfire.com](http://www.vernonfire.com)



## STAFF MEETING MINUTES

November 7, 2016

Chief: Eppler, Landry

HSO: Hammick

Captains: Andresen, Fisher, Lucas, Maguda, McKinney, Muniz, Solito

Lieut: Babcock, Hampton, Schambach

Engineer: Robertson

Ambulance: Gauthier

Deputy FMO: Call

Fleet Mgmt: Robinson

Fire Police: Konarski

Special Members: Carpenter, Galley

RECEIVED  
VERNON TOWN CLERK  
16 NOV 10 AM 10:03

RECEIVED BY EMAIL

The meeting was called to order @ 19:05 by Fire Chief, Stephen Eppler. Motion was made/seconded (Solito/Robinson) to accept the minutes from the October 3, 2016 meeting.

### TRAINING REPORT: - Eppler

- Training Committee Minutes from October 20, 2016 are attached. November will be the last meeting for the year. Junior training schedule will be planned.
- November Staff Meeting Report is attached.
- November Drill Schedule is attached.
- Jean informed that new protocol training is coming. All EMT's will need to be trained by January. It is tentatively being scheduled for December 12<sup>th</sup>.

### ADMINISTRATION REPORT - A/C Landry:

- Captain Resumes are due tonight.
- Meeting of the Awards Committee is planned for Tuesday November 15<sup>th</sup>. Public Safety Complex @ 19:00. February 27<sup>th</sup> is tentatively planned for the 2016 Awards Ceremony. Nominations must be submitted by January 2<sup>nd</sup>.

**MEMBERSHIP:**

New:

Tyler Angel  
Joe Duval

Resignation:

Tim Fluckiger for personal reasons  
Bill Trimmer for personal reasons

Leave of Absence:

Zach Laskey 6 month leave of absence for military duty.

**HEALTH & SAFETY:** - Hammick - See attached.

- Heating season is underway. Keep CO meters charged.
- Fit testing device is on line and testing can begin.

**FIRE MARSHAL:** Libros – See attached.

Deputy FMO Call also reported:

- Tour was held at Talcottville Mill and construction is moving along.
- New Mexican restaurant has opened on Route 30 (at old RHouse Restaurant location).
- A Dollar General is being proposed for Route 30.
- CO calls at Briar Knoll were discussed. CO monitors last approximately 7 years. Blockage of vent areas may also contribute to alarms.

**EMD:** Purcaro – No Report.

**COMMUNICATIONS:** - Fisher

- Be aware that there are still issues with TN dispatching when apparatus is out of service. If you hear TN dispatching a piece that is out of service, make sure TN is made aware and acknowledges it.
- There are still some officer portables that have not been reprogrammed yet. Please contact me to schedule reprogramming. Car 441, Car 541, ET 441 1st Lt, ET441 2nd Lt, Car 841, TW541 Lt's, Car 1641.
- There's confusion of channels to use for mutual aid calls. TN needs to tell which channel to use at the time of dispatch.

***FLEET MGMT*** – Robinson:

- Notification was received from Captain Andresen on Oct 3, 2016. He had a safety issue with the safety bar that leads to the pump panel. I let Eric from (DPW) a message that it need to be fixed as it was a safety issue. Eric from DPW let me know that he had fixed the safety issue with ET-141.
- Need to follow up on status of ET-241.
- R-441 fuse panel malfunction. It is out of service. Special Hazards vehicle will be used for now.
- Message received from HSO Hammick, he stated that we needed to get DPW to install in all but Tower-141, new charging ports for the new gas meters.
- ET-641 starts then dies.
- T-541 should be back in service in the next few days.
- New ambulance has arrived and passed inspection. It needs to be registered @ DMV.
- Only a couple of truck checks are missing.

***TECHNOLOGY:*** - Galley

- New PC & Monitor installed for Jack Fisher at STA641. Working on some Admin issues but should get that resolved by Monday.
- Old PC installed at station 441 for the active 911 monitors. New Ethernet cable is needed so I can put the PC online.
- The PC at station 541 for the active 911 has died. IT department cannot fix it. I put a spare one in there and it most likely will stay there permanently.
- Fixed the printer at station 441. It had a bad paper jam and also replaced the cartridge that Jean had sitting in her office for months.
- Replaced the battery in the UPS at station 141. I have no more spare batteries, I will have to order some more. Also need to pick up 2 more UPS. I will put the order in with Batteries Plus from Manchester.
- A set of labelled keys for all fire house locks is needed for the lock box @ Station 641. Rich Maselak needs access for the new telephones.
- Station 441 UPS in upstairs office needs to be reconnected.
- Station 341 is now part of the new phone system. New switch for Station 3 goes in by next week. 2<sup>nd</sup> floor doors must be unlocked for access. New phones will happen in the Jan/Feb, 2017 timeframe.

***CENTRAL SUPPLY/UNIFORMS - Goric:***

- Gear fittings are scheduled for Wednesday November 9 at Station 641 starting at 3:00 p.m. The Chief has notified those who are being fitted.

If one of your members cannot make it, notify myself or Mrs. Hahn as the vendor will be waiting. At this time a makeup date has not been scheduled

- Class C Uniform fittings will be planned soon. An email will follow.

Any question Contact Capt. Goric or Mrs. Hahn

***SCBA – James Robinson Reported:***

- I have been authorized by Captain Shepherd to get all the X3 air packs to the companies that need them. The fit test machine has returned. We can resume fit testing as long as physicals have been completed.
- I contacted Captain Muniz from Rescue 441. He was able to get all his guys to get their physicals done. At 1700 I will be fit testing about 8 people. Also, Captain McKinney from Tower -141 was contacted to get his guys to have their physicals done. He is going to contact his members and figure a plan to determine when they can come in and take care of it. Captain Lucas from ET-241 and I will discuss what guys he needs to be tested and will fit test at a later date.
- 9V Batteries are needed ASAP.
- Everything was flow tested and should be good until next year.

***PUBLIC RELATIONS EVENTS – Muniz:***

- Thanks were given to those who helped in October for fire safety month. TVFD went to a couple of schools as well as some daycares. All events were successful. I want to say thank you the FMO for some of the supplies for the schools for fire safety month. Schools attended in October were.

Skinner Road School, Center Road School, YMCA (Hartford Tpke.), YMCA (Elm St.), Jack and Ally's Book Store

- November 7th we had bon fire at RHS. T-141 and E-441
- November 16th 6pm – 9pm Friendly's restaurant (Route 83) – Touch a truck / TVFD fundraiser need one or two trucks for this event. Class C if you have one please.
- In beginning stages of planning our 2017 safety day and more events throughout 2017. VPD and American Legion want a large joint event in May. Meetings are underway.
- Supplies (trinkets) for the public is very low and will be talking to Chief Eppler and other ways to get supplies.

***OLD BUSINESS:***

- Fire Dept. and Ambulance divisions participated in Soupfest. ET-441 won Chef's Choice.
- Hydrant marker flag supply is very low. If members notice hydrants with missing markers, please email Chief Eppler.
- LOSAP email status request was sent to the mayor again yesterday – no response.

***NEW BUSINESS:***

- Finance Officer – Jack Fisher will fill this roll. Policies and procedures will be determined. An internal purchase requisition has been created. It is located in the TVFD forms folder. Two signatures are required prior to purchase (Jack and Chief Eppler). The goal is to make sure we have funds in place prior to spending.
- High Rise pack, leader lines & gated Y response needed from both engines from E-441, ET-441 and ET-141. Please confirm with A/C Landry.
- Recent auto accident involving a police officer was discussed. Thank you was received from Chief Kenny to all who were on scene. It was asked if this vehicle could be used as a training tool for our members. Chris Hammick will inquire.
- Chief Officer Notifications - please text the Chief Officers to let them know when apparatus is going out of town for mutual aid calls.
- South Windsor Promotional Ceremony – Monday, December 5<sup>th</sup> @ South Windsor Town Hall. Mutual Aid Department members are welcome to attend.
- South Windsor After Action from condominium fire will be held on Sunday, December 27<sup>th</sup> at 19:00 at headquarters on Ellington Road.

***UPCOMING EVENTS:***

- Vernon Winterfest Parade – Friday, December 2<sup>nd</sup>. Line up on Hale Street by 18:00. Step off @ 18:15.
- Windsor Torch Light Parade – Saturday, December 10<sup>th</sup> @ 6:30 p.m. See attached.
- Enfield Christmas Parade – Sunday, December 4<sup>th</sup>; line up @ 5:00 p.m. See attached.
- Roast & Toast for Smokey Dreher. See attached
- Stop & Shop HVCC Food Drives will be held on 12 & 13. Apparatus and volunteers are needed.
- New location for a Comedy Show in 2017 is being investigated. Advertising through Town Boards was discussed. The inquiries must go through the Building Department.
- E-441 Mohegan Sun bus trip is this Saturday night. There are 5 open seats, bus leaves 4:00 p.m., exit 67.

***UPCOMING EVENTS (Continued):***

- An appreciation dinner for Chief Call is being planned for December 3<sup>rd</sup>, Italian Social Club. Additional details will follow.
- Friendlies Fundraiser for the Vernon Volunteer Firefighters Association on November 16<sup>th</sup> – all day. Present a voucher with your dinner and 20% of the bill will be donated to the Assoc. See attached.

***CORRESPONDENCE:***

- A donation was received from Carol Burke to be used for training supplies.

***GOOD & WELL BEING:***

***ADJOURNMENT:***

Motion was made/seconded (Solito/Hampton) to adjourn the meeting @ 20:34.

Respectfully submitted,



Diane Carpenter, Secretary