



# TOWN OF VERNON

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



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## STAFF MEETING MINUTES

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March 7, 2011

Chiefs: Call, Eppler, Landry

HSO: Hammick

Captains: Goric, Hahn, Johnston, Lavoie, Maguda, McKinney, Muniz, Sereby, Shepard

Lieut: Schambach

Ambulance: Marth

FMO: Walker

EMD: Sheridan

Fire Police: Fluckiger

Chief Engineer: Mylek

Communication: Fisher

Special Members: Carpenter, Galley, Hahn, Marth

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VERNON TOWN CLERK  
11 MAR 10 AM 8:29

The meeting was called to order at 7:02 p.m. by Chief William Call. A correction to the February EMD Report was noted from the February Minutes. "The State of Emergency Plan was called by the Mayor" was changed to The Town of Vernon Emergency Operations Plan was activated by the Mayor. Minutes from the February Staff Meeting were accepted.

### **Training Report:**

- February Training Committee Meeting minutes are attached. February attendance was sparse. Please remind Lieutenants that it is held the 3<sup>rd</sup> Thursday of the month.
- March Drill Schedule is attached. CPR is going to be pursued. A/C Eppler reported the changes that will be rolled out. AED batteries are getting low. Batteries and pads will no longer be available through the Cardiac Science as of 7/2011. Future units may be purchased for only the Rescue Trucks, although more discussion needs to be held.
- Hydrant information was provided by two companies.
- EMT class was successfully completed by twelve members.
- A Monday night is needed with Captains to review report ordering of Target Safety Reports.

***Administration Report:***

- Updated Captains Eligibility List is attached. Tony Muniz has been promoted to Captain of R-441.
- TN Outlook paging system with cell phones has encountered some issues.

***Health & Safety:***

- Yearly LOSAP Report has been filed. A copy will follow soon. George Taylor has achieved age 65 and has filed to receive benefits.
- Closeout of 2005 Grant has been accomplished.
- Work details need to be planned within the Stations to clean up items, i.e, old broken drill props, Christmas decorations, safety hazards, junk that is retained in the firehouses.

***Fire Marshal Report:***

- The March Report is attached.
- Regular inspections are being completed. More information will follow.
- Reconstruction of Elm Street structure is being pursued. A sprinkler system will be installed.

***EMD:***

- Emergency Management Performance Grant is still in the works.
- Checks for snow removal have been distributed. A couple members have not yet received.
- CERT team has just graduated 17 members - 5 of which have been assigned specifically to Vernon.

***Chief Engineer:***

- Public Works is running low on manpower to work on apparatus. Vehicles will be out of service for a long time. We are down 2 trucks and a rescue.
- Slips for repair have not been submitted for the Duty Car or Truck. Lieutenants need to be completing truck checks for these vehicles also.
- John Mylek will be going on vacation April 30<sup>th</sup> through May 9<sup>th</sup>.
- Flood lights on ET-241 have not been addressed.
- ET-541 anti-freeze leak and white smoke through exhaust were discussed as issues while it is at Public Works.

**Communications:**

- Re-programming of UHF radios has been put on hold until July.

**Uniforms:**

- All money has been exhausted. Uniforms for new Captains and Hardware have been purchased

**Chaplain:** No report

**Technology:**

- A position description is being developed for Dave Galley's duties.
- Several issues were reported:
  - Station 341 printer is down.
  - Station 141 lower bay PC is not working.
  - Station 241 Firehouse Software is not working
  - Chief's Mouse is not working.
  - Documentation folder should be all set.
- Keys for SCBA & Central Supply need to be changed – items are disappearing.
- The I.T. Department has recommended that apparatus tablets be removed. Ideas are being researched.

**Membership:**

- **Full Membership**
  - Christopher Fenner
  - Mitchell Karr (as of 3/15/11)
  - Zachary Lopez
- **Leave of Absence**
  - Jason Wescott (120 days)
- **Resignation**
  - Luke Olk

**Old Business:**

- Payroll is due. Target Safety non compliance will result in pay reduction.
- Chief Call reviewed an inadequate Incident Command Report that was submitted for an accident. It has been returned to Station 241 for additional information.

- Annual Reports are due by the April Staff Meeting. Send information to Chief Call and copy to the Secretary at [dianecarpenter@comcast.net](mailto:dianecarpenter@comcast.net)
- The Town IT Dept has geo-coded hydrant mapping of most hydrant locations. Once completed the information will be available to download for our use.
- The Chief and Fire Marshal have been working on the Hydrant Ordinance and permanent markers for the hydrants. This will hopefully be completed for next winter.
- The Web page resources have been replaced. Tammy Hahn and Kathleen Marth will now work on the site.
- Honda light generator has been missing for a long time from R-441. Capt. Muniz will investigate.
- Compass usage was discussed. They would be good to use for Lifestar landings or ATV's, however, they would not be effective for in building use. They will be distributed at the next staff meeting.

***New Business:***

- Several members were out all day assisting with flooding issues. Thanks were given by Chief Call.
- R-141, R-441, ET-141 and T-541 are companies assigned with pumps. They have been serviced and will be coming back. The 2 old large units will not be returned.
- Chief Call discussed Quality Inn (Motel 6) and the construction of the new motel and exit issues.
- A meeting will be held on Wednesday, March 9<sup>th</sup> @ 7:00 p.m. at the Public Safety Building to review specs for replacement of ET-541, ET-141, R-141. Headsets and radios will need to be included.
- \$19,000 remains in equipment account.  
Diesel fuel for the fire dept is gone.
- Jean Gauthier is the Ambulance Supervisor and oversees the operations of the Ambulance Company. Fire Department issues should go through the chain of command, not Jean. Cable issues should be put in writing.
- Discussion of the Banquet was held. Captains are asked to encourage their members to attend. Class A Uniform for members, business casual for guests is requested. Money and lists need to be returned to Station 541 by April 18<sup>th</sup>.
- Plumovent systems at all stations have issues from the storms.
- Bariatric tarps to be discussed with the Training A/C. They may be pursued in July.
- Follow up with the Little League ad needs to be completed soon.

***Upcoming Events:***

- Center Road School Fair, Saturday 3/12, 10:00 to 14:00. A couple of trucks and ambulance were requested to attend.
- St. Patrick's Day Parade

***Good & Well Being:***

- Thank you note was received from Stacy Durante for flowers sent.

Motion to adjourn the meeting was made/seconded (Maguda/Lavoie) @ 8:42 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Carpenter". The ink is dark and the signature is written in a fluid, connected style.

Diane Carpenter, Secretary



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## *Captain Eligibility List Year 2011/2012*

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Date: March 1, 2011

To: Town of Vernon Fire Department Membership

From: Assistant Chief Landry

Re: 2011/2012 Captain Eligibility List

The Executive Board is pleased to announce the following members have passed the testing standard put forth in the Written Test and Oral Interview Board. Their names are being placed on the 2011/2012 Captain Eligibility List.

The following members are listed in alphabetical order.

Jon Andresen  
James Christensen  
Dave Galley  
Dave Goric  
Jason Hahn  
Dean James  
Brian Johnston  
Charles Konarski  
Steve Landry  
Steve Lavoie  
Dave Maguda  
Tom McKinney  
Luis Muniz  
Mike Sereby  
Scott Shepard  
William Solito



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Vernon, CT 06066  
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*From the office of the Fire Marshal*

## **Fire Marshal's Monthly Report March 7, 2011**

### **Ongoing Projects:**

Regular inspections based upon a periodic schedule and in response to complaints continue.

With an apparent break in the weather the inspection of apartment complexes will resume as will neighborhood / area based inspections starting on Grove St.

### **Upcoming Projects:**

An update and audit of the Key Secure Boxes is scheduled for later this week.

The FMO expects to start soon, in conjunction with the TVFD and the Building Dept, a vacant building inspection and enforcement program.

### **Other Activities:**

Planning for the fall 2011 safety day and fall 2011 fire prevention programs will be a late spring / early summer project.

The FMO is also interested in recruiting an intern for the summer. Areas of work identified to date will include the development of further hydrant data base(s), the vacant building program, working with the July fireworks show, and helping to plan for the 2011 fire prevention programs described above. Previous interns have come from the areas of fire protection and criminal justice. Any firefighter attending college in these or other related areas should contact the FMO. College credits are awarded but it is unlikely that the position will have any funding for compensation.