

# 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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April 4, 2011

Chiefs: Call

HSO: Hammick

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

Lieut: Pearson

Ambulance: Gauthier

FMO: Walker

EMD: Sheridan

Fire Police: Konarski

Chief Engineer: Mylek

Communication: Fisher

Chaplain: Walsh

Special Members: Carpenter, Galley, Hahn, Marth

RECEIVED  
VERNON TOWN CLERK  
11 APR - 5 AM 8:28

The meeting was called to order at 7:01 p.m. by Chief William Call. Motion was made/seconded (Johnston/Lavoie) to approve the minutes from March 7, 2011.

### **Training Report:**

- March Training Committee Meeting minutes are attached.
- April Drill Schedule is attached.
- CPR has been completed.
- AED units in the fire apparatus will be pulled. New AED's are mandatory in the new trucks. Each unit goes for \$11,600. If money from the grant is being considered, approval must be obtained first from the grand administrators.
- The Training Class has been using active SCBA bottles for training and is causing damage. Old bottles/packs should be used for this activity. Chris will handle.

- Air equipment will be replaced on the Air truck. Booster pumps and station compressor will be replaced at Station 341.
- Jack Fisher has been conducting TN Training for employees. It was suggested that individual fire companies attend a session at TN. Jack was requested to discuss with A/C Eppler.

***Administration Report:***

***Health & Safety:***

- Clean Stations initiative needs to be completed by the middle of April. Contact Chris if items need pick up by Public Works.
- OSHA Penalty fines that happened in Bridgeport were discussed. Drills/activities were discussed to help us stay on track. Activities should be logged in the training of Firehouse Software.
- \$220,000 has been received from the FEMA grant, 60 sets of gear, incl. SCBA masks will be purchased. Captain Goric suggested that the order quantities be split so that the clothing expiration dates are staggered.
- Additional items will be considered following the purchase of gear.

***Fire Marshal Report:***

- Snow/Ice removal proposal will be presented in the summer.
- New Vendors for the fireworks show are being pursued. The type of show may be altered.
- Key secure boxes have been checked and appear to be working well. ET-541 has not been done yet.
- 1 Industrial Park Road Sprinkler System is on and functioning reliably now.
- 591 Bolton Road barn is down. The building is vacant and is currently on the hazard list.
- 19 Grove Street – no interior firefighting at this site. The foreclosure process has been stopped on the property. It is a hazmat issue and at this point, there is still no interior firefighting allowed.
- High/McLean street structure is will be removed.

***EMD:***

- On 4/25 @ 5:30 a press briefing regarding the Assistance to Firefighters Grant will be held at the Public Safety Complex.
- High band radio check and sat phone checks were completed with no problems.
- Siren Check was completed – Nye Street did not work.
- C.E.R.T. team members graduation discussed.

***Chief Engineer:***

- ET-241 is out of service and Ambulance 741 are out of service.
- Truck checks are coming in.
- Apparatus replacement request of Capital Improvement for 2 pumpers and a rescue truck. It was approved by the committee and the Mayor. Vendors are being worked with. ET-541 may be fixed and used as trade in. Specs have been worked on for the three trucks. Pricing was sent out today with return anticipated in 2 weeks. An emergency request of ET-541 replacement is being pursued. Our budgets have been approved so far. We are receiving a huge amount of support from the Mayor. Captains are asked to share this information with their companies. Loose equipment is not included in the purchase plan.
- If the budget passes, we will receive everything that was asked for.
- Firehouse locking systems, gas meters, and replacement hose may also be pursued.
- ET-541 is currently running the Prime Mover. It was discussed that standard dispatching be used. ET-541 members should be toned out for attendance, however, ET-441 should also be responding. Chris will present this subject at the next Board Meeting.

***Communications:***

- The Council awarded \$50,000 funding for narrow (UHF) radio banding upgrade.
- 20 Alpha pagers were purchased with donation received.

***Technology:***

- Dave Galley reported that all problems have been fixed.
- Printing capability for Kathleen & Tami will be worked on.
- Dave will review his room & Central Supply should also look for any items that should be discarded. Electronic pick ups can be planned for disposal.
- Captain Goric reported problems logging on to Firehouse Software, regardless of hour. Dave will check it out. We have five licenses for Firehouse Software. Any logons beyond that need to wait for a vacancy..
- Password issues at Station 541 were discussed.
- Computers in the apparatus are over 10 years old and not worth keeping. A decision needs to be made on where we are going with electronics in the trucks.

***Uniforms:***

- Monies have been spent for Captains Jackets & hardware (except Sereby & Muniz – they need to see Paul Jackson). In July the plan is to provide new hardware of Lieutenants and upgrade firefighters hardware.

***Chaplain:***

- Tom has been active providing services. It was suggested that his telephone number be given to TN for contact purposes.

***Membership:***

- Reinstatement of Mike Wieland was discussed. Probation status was granted.
- Discussion was held regarding the returning of gear in the event members leave. Members thought Samantha had been working on a form for this purpose. Dave Galley will investigate.

***Finance:***

- Salary guidelines are attached.
- Discussion was held that SOG's regarding pay & participation alignment should be published.

***Old Business:***

- Fire Police Normal Response (point of interest - request at previous meeting)
  - MVA with injuries (excluding highway unless requested by IC)
  - Structure and Chimney Fires
  - Other request by IC
  - Listen and responded as needed: Fire Alarms, Wires Down, Brush and Auto

- The Banquet is April 30<sup>th</sup>. Attendance is strongly encouraged. No TVFD Members will be placed on standby at the stations during this event. Captains are asked to discuss with their members. Captain Shepard needs the list/money by the 18<sup>th</sup>.

***New Business:***

- Letter from UConn & Mansfield was received for Spring Weekend @ UConn. They are requesting an ATV. It was reported that one of the vehicles has issues from a cracked oil filter. John Mylek was not aware of the problem. All repair needs should be reported to John.
- Rockville High School Mock Car Crash will be held on May 25<sup>th</sup> during the day. 2 engines, 1 rescue and 1 ambulance are requested. It was suggested that A/C Landry & Steve Landry take the lead. A meeting has been scheduled for planning on Friday, April 8<sup>th</sup> at 10am. Jean will coordinate our attendance.
- Web page update was discussed by Tami Hahn & Kathleen Marth. Examples of other town websites were distributed. Information is being prepared for update to our site. Forms have been created to outline the detail of our apparatus. Please update the form and return to [Kmarth@vernon-ct.gov](mailto:Kmarth@vernon-ct.gov) and [Thahn@vernon-CT.gov](mailto:Thahn@vernon-CT.gov)
- Anything done in the firehouse must be documented in Firehouse Software. Members are getting sloppy with completing activities.
- Winter Fest - Firetruck parade with lights is being planned for this year. More information will follow. Contest within the schools is being discussed.
- SCBA paperwork is missing from a majority of companies. It needs to be completed weekly and submitted to Capt. Shepard when the sheet is full. This needs to be filled out completely and legibly.
- Letters of thanks were received from Dan Flynn for the fruit basket sent following his hospital stay, and Roger White (along with a \$100 donation) with thanks for pumping water from his basement.

***Upcoming Events:***

- Annual Banquet on April 30<sup>th</sup> @ Georgina's in Bolton.

***Good & Well Being:***

Motion to adjourn the meeting was made/seconded (Lavoie/Shepard) @ 8:55 p.m.

Respectfully submitted,



Diane Carpenter, Secretary



# TOWN OF VERNON FIRE DEPARTMENT

55 West Main St.  
Vernon, CT 06066  
[www.vernonfire.com](http://www.vernonfire.com)



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*From the office of the Fire Marshal*

## **Fire Marshal's Monthly Report April 4, 2011**

### **Ongoing Projects:**

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

A hydrant ordinance requiring the removal of snow and ice by abutting property owners is being readied to submit to Administration, having been reviewed by the Fire Chief, Fire Marshal, Town Attorney, and the Council ordinance review committee.

### **Upcoming Projects:**

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

### **Other Activities:**

The Town Parks and Rec Dept will be seeking proposals for the July fireworks show as the most recent shooter / provider has been bought out. Potential shooters / providers have been asked to submit competitive bids and past performance reviews and references. The goal is to purchase a quality show at a reasonable price. The overall format will likely remain the same. The FMO will be part of the bid / proposal review team.

A successful update and audit of the Key Secure Boxes has been completed except for ET 541.



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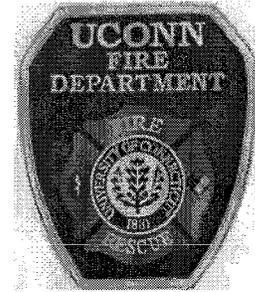
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Chief of Department  
**William M. Call**  
Cell: 860-335-3942  
E-mail: [wcall@vernon-ct.gov](mailto:wcall@vernon-ct.gov)

**To: All officers**  
**Date: March 4, 2011**  
**Subject: Payroll**

**Please use the following amounts on your payroll next quarter.**

<b>Captain:</b>	<b>\$415</b>	<b>277</b>	<b>138.33</b>
<b>1st Lieut:</b>	<b>\$403</b>	<b>269</b>	<b>134</b>
<b>2<sup>nd</sup> Lieut:</b>	<b>\$393</b>	<b>262</b>	<b>131</b>
<b>Driver</b>	<b>\$355</b>	<b>237</b>	<b>118</b>
<b>Firefighter:</b>	<b>\$334</b>	<b>223</b>	<b>111</b>



Date: 3-15-11

To: All Tolland /Windham County Fire Chiefs

From: Fire Chief David Dagon, Mansfield Fire Department  
Fire Chief John Mancini, UCONN Fire Department

Subject: **University of Connecticut Spring Weekend 2011-Update**

This year, UCONN's Spring Weekend is scheduled for April 21, 22 and 23 (Easter weekend).

Last May, the President of UCONN established a Task Force to develop proposals on how to de-escalate Spring Weekend. The Task Force included members of the UCONN Administration, representatives of the Town of Mansfield, and the State Police.

It was recommended by the Task Force that the best approach would be for the police to provide a strong, judicious presence that seeks to stop crime from occurring without simultaneously creating large-scale confrontations between police and Spring Weekend attendees. To reinforce the University's position, the following measures will be in effect this year:

- **Guests will be prohibited in dormitories on all three nights of Spring Weekend.**
- **All university-sponsored events associated with Spring Weekend have been canceled, including events at the Jorgensen and the Student Union.**

The University and Town of Mansfield are aware that despite the risks and possible consequences, there may be UCONN students and non-UCONN students who view Spring Weekend as a rite of passage and may take this opportunity to take part in festivities as in years past.

All involved should understand that the University's first and greatest concern is the safety of our students and the sanctity of our campus and the surrounding community

Though it is our hope that this weekend is non eventful, we are sure you would agree that we must be prepared. As a precaution, both the Mansfield and UCONN Fire Departments will be adding additional staff and implementing operational plans similar to past years. We will also be requesting mutual aid resources in order to adequately address any incidents that we may encounter during this time frame, and possibly the weekend before Easter.

Your continued support is greatly appreciated.

<b>APPARATUS NAME LOCATION</b>	
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<b>YEAR</b>	
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<b>MAKE</b>	
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<b>MODEL</b>	
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<b>CREW CAPACITY LENGTH</b>	
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<b>CIRCLE</b>	TANKER ET ENGINE RESCUE LADDER TOWER TRUCK PUMPER SPECIAL HAZARD AMBULANCE ATV SPECIAL EQUIP (LIST)
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<b>TANK CAPACITY FOAM CAPACITY LADDERS</b>	
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<b>PUMP CAPACITY TYPE OF PUMP HOSE SUPPLY</b>	
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<b>TYPE OF HOSE</b>	
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<b>TYPE OF COUPLINGS</b>	
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<b>LOCATION OF CONTROL PANEL</b>	
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<b>LIST SPECIAL EQUIPMENT - on back of Form</b>	
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