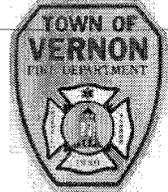




# TOWN OF VERNON

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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January 3, 2011

Chiefs: Call, Eppler, Landry  
HSO: Hammick  
Captains: Goric, Hahn, Johnston, Landry, Lavoie, Maguda, McKinney, Sereby, Shepard  
Ambulance: Gauthier  
Fire Police: Konarski  
Chief Engineer: Mylek  
Communication: Fisher  
Special Members: Carpenter, Galley, Hahn, Marth

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The meeting was called to order at 7:04 p.m. by Chief William Call. Minutes from the December Staff Meeting were accepted.

### ***Training Report:***

- Training Committee Meeting was not held in December.
- The next Training Committee Meeting will be held on Thursday, January 20<sup>th</sup>.
- No Drill schedule available. It should be out next week.
- EMT-R is being planned in February. More information will follow.
- Emmitsburg Fire Officer Weekend will be held in April.
- Fit Testing started tonight. Rescue 141 will be completed in February.
- Any needed logins for Target Safety should be requested through A/C Eppler.

***Administration Report:***

- Promotions were announced for Scott Shepard to Captain of ET-541. Rob Babcock is 1<sup>st</sup> Lieut. and Bob Turkington, 2<sup>nd</sup> Lieut.
- SOG-18 New Policy pertaining to Photography & Videography was distributed and discussed with those present. Email will follow.
- Release of photos to the Town of Vernon Website will only occur through release of an Executive Board Member.

***Health & Safety:***

- LOSAP end of year survey for extra credit points was distributed. Return to Chris before the second week of January. See Chris if paper copy is needed.
- Ambulance was recently involved in an accident. Incident reports need to be submitted with basic circumstances of what occurred.

***Fire Marshal Report:*** See attached.

- Inspection walk through of power plant @ RGH will be held later in the month.
- Pitkat Elderly Building walk thru is also being planned.
- Knox Box is located on Tac Building.
- Heat Detectors @ Hockanum Mansions are located behind access doors in some of the units. If the building is sprinklered, there are no Heat Detectors.

***EMD:*** No Report.

***Chief Engineer:***

- Tower 541 is being worked on. Hopefully it will be back in service by weeks end.
- Public Works mechanics have been applying snow materials and repair of apparatus was delayed.
- ET-541 radiator leak & turn light signal need to be written up and submitted again.
- Federal Annual Inspection for T-141 needs to be done.
- Any Safety issues with any department vehicles should result in the apparatus being taken off line immediately.

***Communications:***

- Frequency 33.86 is used by Ellington. Portable Radios that show TN44 are not really on 33.44. Reprogramming needs to be completed very quickly. Jack plans to review with the Executive Board next Monday. Most Captains vehicles have in-vehicle repeaters that can be switched in other towns.
- Toning and re-toning alpha paging issues with TN dispatching were discussed. Communication to covering companies when an apparatus is out of service also needs to be completed more accurately. Capt. Maguda was asked to email Chief Call with the issue.
- Members are reminded to limit radio discussions while on scene.

***Uniforms:***

- The next meeting will be held in a couple of weeks.
- If an officer has been in place for a minimum of 10 years, they should keep their uniform. It was also recommended that they retain their badge. The Uniform Committee should review specifics of the parameters of Retired Badges. By-law review needs to be completed on this subject. This needs to be submitted in writing.

***Chaplain:*** No report

***Membership:***

***New Membership:***

Richard Wilcox  
Daniel Yorgensen  
Matthew Thibodeau  
Christian Deveaux (Junior)  
Stephen Newth (Junior)

***Full Membership:***

Marc Barton  
Anthony Litwin  
Alfred Dreher

***Resignation:***

Gilbert Phillips

***Transfer:***

David Galley – to Special Services

**Old Business:**

- Compass presentation will be conducted by Capt. James at February Staff Meeting.
- Dave Galley has been appointed to Special Services and will continue fulfilling I.T. duties. He has also volunteered to assist with driving duties. He will be cross training on other apparatus. A job description needs to be written.
- Captain Johnston needs toner. Dave Galley has it.
- UPS devices were discussed. Dave is to discuss with the Town.
- Kathleen and Stan are having PC issues @ home. Error messages were reported.

**New Business:**

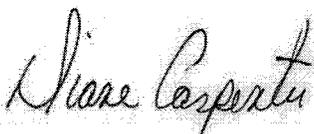
- Application and documentation was distributed for Environmental Protection job if anyone is interested.
- Chief Call will be meeting on Saturday with the Mayor regarding Budget cutbacks. A letter was sent and is attached. Capt. Shepard will email the Chief with SCBA estimates.
- Purchase of three new apparatus will be a huge hurdle to cross with the budget.
- Pumps need to be circulated during cold weather. ATV's need to be drained.
- Shipmans is coming tomorrow for air-pack testing. They will be visiting each station.
- Charlie Konarski is updating the Quick List. Please send him any changes.

**Upcoming Events:** None

**Good & Well Being:** None

Motion to adjourn the meeting was made/seconded (Lavoie/Johnston) @ 8:25 p.m.

Respectfully submitted,



Diane Carpenter, Secretary

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# 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 January 3, 2011**

### **Ongoing Projects:**

The inspection of apartment complexes will continue, currently those with 20 or more units are being inspected; the next tier will be those with 10 to 19 units.

The RGH inspections will resume with the main emphasis on monitoring of on going code compliance work and inspections of the boiler, mechanical, and related facilities building and infrastructure.

### **Upcoming Projects:**

The FMO and Bldg Dept. will be starting an inspection program to monitor vacant buildings and enforce the applicable codes related to the safe keeping of vacant structures.

This will be followed by a targeted inspection and enforcement program concentrating on the multi family and commercial buildings on Grove St between Cemetery Ave and East Main St.

The FMO and Bldg Dept. will jointly be reviewing reported work done at the Amerbelle Mill complex and inspecting as needed to resolve any issues.

### **Other Activities:**

The FY 11-12 budget has been submitted and is awaiting review by Administration and the Town Council.

December 23, 2010

Dear Fire Chief,

The Department of Environmental Protection has been actively involved with supporting the U.S. Forest Service on large wildland fires throughout the United States for over 25 years.

In recent years the Division of Forestry has made an effort to integrate DEP employees and private sector personnel to form fire crews. Presently, we are hoping to form 20 person crews made up of Department of Environmental Employees and members from the private sector.

Consequently we are looking to you for assistance in forming these crews by soliciting nominations of interested personnel. If you know of someone who is interested in such a program please have him or her fill out the attached forms. Nominees should be aware of the following:

1. Participants will have to pass a physical test. Testing will be part of one day, in one location in early April.
2. Be available for approximately 35 hours of training this spring, here in Connecticut. (One day for those previously trained)
3. Be available for fire fighting assignments for up to 16 days during the National Forest Fire season (June - October). There is generally short notice of these assignments.
4. Pay rate last year was \$17.40 /hour, straight time.
5. There is no pay for the time spent on physical testing or training.
6. The Division of Forestry will be contacting applicants with information on testing and training about March 1, 2011.
7. Applicants must be at least 18 years of age before April 1, 2011.
8. Applicants must submit a Medical Screening form with their application, and must receive medical clearance prior to physical testing.

Depending on the total numbers of applicants (state and private) a system to randomly select candidates may be used to select a total of 60-80 people. It should be understood, if training is received, there is no guarantee anyone will be part of the crew that is mobilized, if the crew is activated.

Please pass the attached form to interested people you wish to nominate. Please instruct them to return the form to me by **February 10, 2011**.

Thank you for your assistance.

Sincerely,

Ralph Scarpino  
Forest Fire Supervisor  
Division of Forestry  
Tel: (860) 424-3632

o:\ralph\crew folder

Please consider my application for participation as a member in the Connecticut crew involved with National Wildfire Suppression. I have read the letter, which outlines the responsibilities. I am willing and able to participate. My work supervisor is aware of any potential duties and responsibilities. Return by February 10, 2011.

**PLEASE PRINT LEGIBLY**

Name \_\_\_\_\_ Age \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(Last Name) (First Name)

Name of Emergency contact: \_\_\_\_\_ Emergency Contact Tel: \_\_\_\_\_

Allergies: \_\_\_\_\_ Height: \_\_\_\_\_ Weight \_\_\_\_\_

Are you an EMT? Yes No Are you a MRT? Yes No Expiration of EMT/MRT: \_\_\_\_\_

Home Address \_\_\_\_\_ Work Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Telephone (Home) \_\_\_\_\_

Job title \_\_\_\_\_

Supervisors telephone number at work \_\_\_\_\_

Nominating Fire Chief \_\_\_\_\_ Fire Dept. \_\_\_\_\_

References (Name, Address and Telephone) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Mail to: Ralph Scarpino  
DEP/Division of Forestry  
79 Elm Street  
Hartford, CT 06106

**YOU MUST SUBMIT A MEDICAL SCREENING FORM WITH THIS APPLICATION**

**MEDICAL SCREENING FORM IS ON THE BACKSIDE OF THIS APPLICATION  
(OVER)**

MEDICAL SCREENING QUESTIONNAIRE (Please circle) DEP Permanent  
 DEP Seasonal  
 Warden Crew  
 Warden's Name \_\_\_\_\_  
 CIFIC

Year 2011

Name \_\_\_\_\_ Daytime Phone # (\_\_\_\_) \_\_\_\_\_  
 Last First Middle Initial

Date of Birth: \_\_\_/\_\_\_/\_\_\_ Age: (Years) \_\_\_\_\_ Gender:(circle) Male Female  
 Height: (without shoes-in inches) \_\_\_\_\_ Weight (in pounds): \_\_\_\_\_

A. Risks for Heart Disease: do you have or have you had the following?

|                                                                                                                                 |     |    |
|---------------------------------------------------------------------------------------------------------------------------------|-----|----|
| High Blood Pressure                                                                                                             | Yes | No |
| Diabetes                                                                                                                        | Yes | No |
| High Cholesterol                                                                                                                | Yes | No |
| Family history of heart attack or angina in close relative under the age of 70 (father, mother, sister, brother, son, daughter) | Yes | No |
| Do you smoke regularly or have you smoked regularly in the past two years?                                                      | Yes | No |

On average, how many times do you exercise per month? \_\_\_\_\_  
*(Exercise is vigorous work designed to raise the heart rate and break a sweat)*  
 On average, how long do you exercise at each session? \_\_\_\_\_ (in minutes)

B. Are there any conditions that might affect your ability to fight fires or do strenuous work?

|                                                                                                                                      |     |    |
|--------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| -Heart problems:<br>(Heart attacks, angina, heart murmur, valve problems, abnormal slow, fast or irregular heart beats- arrhythmias) | Yes | No |
| -Lung problems:<br>(Asthma, chronic bronchitis or lung disorders)                                                                    | Yes | No |
| -Seizures, Epilepsy or Fainting                                                                                                      | Yes | No |
| -Problems with joints, bones or muscles?                                                                                             | Yes | No |
| -Anemia or problem of the blood and blood forming organs                                                                             | Yes | No |
| -Inherited or Birth conditions<br>(Congenital defects, hereditary diseases)?                                                         | Yes | No |
| -Drug, alcohol, emotional or psychological problems, panic attacks                                                                   | Yes | No |
| -Other conditions (list) _____                                                                                                       | Yes | No |

C. Medical Treatment:

|                                                                                                    |     |    |
|----------------------------------------------------------------------------------------------------|-----|----|
| Do you take prescription medicine for any chronic conditions<br>(exclude birth control pills, etc) | Yes | No |
|----------------------------------------------------------------------------------------------------|-----|----|

If YES please list \_\_\_\_\_

|                                                                                                           |     |    |
|-----------------------------------------------------------------------------------------------------------|-----|----|
| Do you have any side medication effects that would interfere with your ability to perform strenuous work? | Yes | No |
|-----------------------------------------------------------------------------------------------------------|-----|----|

|                                                                                                   |     |    |
|---------------------------------------------------------------------------------------------------|-----|----|
| Are the conditions you listed above in A and B under the care of your doctor and well controlled? | Yes | No |
|---------------------------------------------------------------------------------------------------|-----|----|

|                                                            |     |    |
|------------------------------------------------------------|-----|----|
| -----CIFIC only: Did you pass the physical test last year? | Yes | No |
|------------------------------------------------------------|-----|----|

\*\*\*\*If less than 18 years old a parent or guardian's signature is required.

Parent or guardian's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chief of Department

**William M. Call**

1/1/2011

Mr. Mayor & Town Administrator,

Odds are at this point, the administration and council don't seem to understand the critical needs for our department, your fire department, to be well prepared and fully able to respond quickly when our citizens call 9-1-1 for a fire or rescue emergency. Mr. Mayor, this has nothing to do with how many fires and rescue emergencies we have, it has everything to do with every call we have.

Mr. Mayor and Mr. Ward, we have repeatedly expressed our reasons why the fire department must be the only department that does not get cut in any area related to our ability to respond and protect our citizens. We feel we are absolutely the most important public safety service along with the police in this community.

Mayor...especially after Connecticut backed down to the pressures of the Home Builders Association on residential fire sprinklers; our community needs a fully funded, equipped and trained fire department more than ever!

Understand that if our community does not have an adequately trained fire department with the right number of available firefighters and an ability to arrive within minutes of a reported fire, what is worth having in the community? As one of your fellow council members recently said, if we cannot protect those who elected us, why are we here?

Sure, we may not have many fires, but when we do have one, please understand how real it can be. And when it does, because it will, the question will be: did we have the available firefighters, the training, equipment and response times to assure that those citizens have a chance? This type of event can and will eventually happen in any community in the USA. The difference is, you as Mayor, and Town administrator and we as the firefighters only have one community to be concerned about: ours!

As we shared with you last year, the fire department is not very different than a good insurance policy, it is critical that we know up front what we will have covered by insurance....instead of waiting and hoping we never have a problem

Respectfully, Your Fire Chief, Fire Marshal, Officers and Firefighters.

Chief of Department

**William M. Call**

Cell: 860-335-3942

E-mail: [wcall@vernon-ct.gov](mailto:wcall@vernon-ct.gov)

## **NVFC Volunteer Fire Service Project**

**The attached document is based on a fully paid fire and ambulance service.**

**Realistically if the Town was fully staffed 24/7, the amount of apparatus and positions could be reduced to the following:**

- 4 Engines**
- 1 Ladder**
- 1 Rescue**
- 2 Ambulances**
- 1 Chief**
- 1 Assistant Chief**
- 1 Training/Safety officer**
- 4 Deputy Chiefs/Shift commanders**

**The figures on the chart represent 4 – 24 hour shifts that are based on a 42 hour work week.**

**The exception is the top 3 chiefs, and admin personnel that work 5 days, 40 hour work week.**

**Equipment manning is based on the NFPA 1500 that recommends minimum manning at 4 firefighters per fire apparatus.**

**Not included, but is necessary are 3 full time inspectors for the Fire Marshal's office.**

**The operating expenses indicated is NOT including the current \$622,000 for water.**

## NVFC Volunteer Fire Service Project

The model calculates the summary information, based on national standards/averages

|                                      |    |         |
|--------------------------------------|----|---------|
| <b>Area Protected (square miles)</b> |    | 18      |
| <b>Population Protected</b>          |    | 30,000  |
| <b>Number of Residences</b>          |    | 12,872  |
| <b>Current Operating Expenses</b>    | \$ | 521,819 |

### Active Volunteers

|                        |  |     |
|------------------------|--|-----|
| Fire Ground Operations |  | 125 |
| Fundraising            |  | -   |
| Administrative         |  | 8   |

### Ownership of Assets

|                            |  |   |
|----------------------------|--|---|
| <b>Number of Stations</b>  |  | 6 |
| <b>Number of Apparatus</b> |  |   |
| Engines                    |  | 6 |
| Aerial Trucks              |  | 2 |
| Tankers                    |  | - |
| Rescue Trucks              |  | 2 |
| Utility Vehicles           |  | 4 |
| Brush Trucks               |  | 2 |
| Ambulances                 |  | 3 |

### Starting Salary for career personnel in the vicinity (including benefits)

If there are no salaries paid for any position, use a nearby city costs for these entries.

If there are no cities nearby that can be used, use police salaries for this portion.

|                        |    |         |
|------------------------|----|---------|
| Chief                  |    | 105,000 |
| Training Chief         | \$ | 72,000  |
| Assistant Chief        | \$ | 80,000  |
| Captain                | \$ | 66,000  |
| Lieutenants            | \$ | 56,000  |
| Drivers                | \$ | 50,000  |
| Medics                 | \$ | 50,000  |
| Fire/ Rescue Personnel | \$ | 50,000  |
| Administrative         | \$ | 40,000  |

---

|                                                   |    |        |
|---------------------------------------------------|----|--------|
| <b>Average Salary of Officers in the vicinity</b> | \$ | 75,800 |
|---------------------------------------------------|----|--------|

### Number of Career Personnel Necessary

|                |  |    |
|----------------|--|----|
| Officers       |  | 28 |
| Firefighters   |  | 48 |
| Drivers        |  | 16 |
| Medics         |  | 20 |
| Administrative |  | 4  |

|                             |    |                  |
|-----------------------------|----|------------------|
| Career Fire Fighter Costs   | \$ | 6,322,400        |
| Career Administrative Costs | \$ | 160,000          |
| <b>Total Career Costs</b>   | \$ | <b>6,482,400</b> |

|                                    |    |                  |
|------------------------------------|----|------------------|
| Personal Protective Clothing Costs | \$ | 280,000          |
| Apparatus Costs                    | \$ | 4,911,000        |
| <b>Capital Equipment Expense</b>   | \$ | <b>5,191,000</b> |

|                                       |    |                   |
|---------------------------------------|----|-------------------|
| <b>Current Company Value</b>          | \$ | <b>11,673,400</b> |
| <b>Total Annual Volunteer Savings</b> | \$ | <b>7,004,219</b>  |
| Savings per Fire Fighter              | \$ | 62,538            |
| Savings per Residence                 | \$ | 544               |
| Savings per Capita                    |    | 233.4739667       |