



FIRE COMMISSION

Clifford J. Hurgin Municipal Center, 1 School Street
Bethel, Connecticut 06801 Telephone: (203) 794-8501

MINUTES OF REGULAR MEETING

Wednesday, October 9, 2024 - 7:00 p.m. – Meeting Rm A
Clifford J. Hurgin Municipal Center, 1 School St., Bethel, CT 06801
Hybrid meeting via Google Meet

Present: Chair Fred Ingram, Doug Cuny, and Rich Straiton

Absent: Todd Smith

Chair, Fred Ingram called the meeting to order at 7:00pm.

Motion made by Fred Ingram, and seconded by Rich Straiton, to add two items to the agenda under new business. The first one would be consideration of a recommendation to prepare a universal SOP or SOPs for both department regarding scene safety at highway and roadway incidents, specifically lane blocking. Vote, all in favor. Motion carried.

Motion made by Fred Ingram, to consideration of budget expenditure approvals. Motion withdrawn.

Consideration of approval of regular meeting minutes from July 10, 2024 and special meeting minutes from August 21, 2024:

Motion made by Fred Ingram, and seconded by Rich Straiton, to approve the regular meeting minutes from July 10, 2024. Vote, all in favor. Motion carried.

Motion made by Fred Ingram, and seconded by Doug Cuny, to approve the special meeting minutes from August 21, 2024. Vote, all in favor. Rich Straiton abstained. Motion carried.

Public Comment:

None

Chairman's Report:

- Met with the First Selectman on 2 occasions
 - o Discussed future goals
 - o BVFD Chief not being at meetings since May
 - o Budgetary items

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- Paid admin or paid fire chief
- Met with the Comptroller

Motion made by Fred Ingram, and seconded by Rich Straiton, to accept the Chairman's report. Vote, all in favor. Motion carried.

Commissioner's comments:

- BVFD hosted open house tonight
- Stony Hill Fire Chief and top officers went to Wisconsin inspecting the new truck
- Old truck will be going to Bethel Highway Dept., and then to auction is believed

Motion made by Fred Ingram, and seconded by Doug Cuny, to accept the commissioner's comments. Vote, all in favor. Motion carried.

Chief's Reports:

None

Review of 1st quarter expenditures:

Fred Ingram noticed under BVFD vehicle maintenance, there is a Belardinelli Tire payment of \$6,635.46. Needing an explanation and will get a follow up from Brad in the meantime. Discussion ensued.

Motion made by Fred Ingram, and seconded by Doug Cuny, to accept the review of the 1st quarter expenditures from both departments. Vote, all in favor. Motion carried.

Unfinished business:

- **Consideration of BVFD 10-year SCBA bottle replacement plan**

Fred Ingram was able to get a list of their inventory of their bottles from the Assistant Chief, and their replacement and manufacture dates, and a number of when they are needing to be replaced over the next 8 years. They also received bottles from the Canaan Fire Department. Discussion ensued.

Motion made by Doug Cuny, and seconded by Rich Straiton, to enter this list into record and to forward to the BOS and Comptroller for approval. Vote, all in favor. Motion carried.

- **Discussion on departments recruitment and retention ideas**

BVFD hosted a Fairfield County Chief's meeting and this was a topic of discussion. The Bethel captain and Fred Ingram has had discussions with the First Selectman and he will take recommendations from the Fire Commission. The First Selectman wants to focus on members to make calls. Discussion ensued.

Motion made by Fred Ingram, and seconded by Doug Cuny, to defer the recruitment and retention discussion to next month's meeting. Vote, all in favor. Motion carried.

New business:

- **Consideration of adopting a single format budget sheet**

Fred Ingram spoke to Tom Galliford and he put together a single form budget sheet when he was chief and Fred obtained a copy for both departments to be able to use as a template to work off of. We will forward the template to the Chief's so they can add or take off a line item to make it work for them. Discussion ensued.

Motion made by Fred Ingram, and seconded by Rich Straiton, to adopt the single budget format for both departments to follow for the budget this year and forward it to them for review and if they need to add an item then do so. Vote, all in favor. Motion carried.

- **Consideration of future budget expenditures**

Fred Ingram had a conversation with Dan and Brad regarding the month expense reports and not having enough information to understand what is being paid for. The discussion led to having any items that are not a specific line item in the budget have to come before the fire commission for approval before being purchased. Also, discussed the possibility of having all the bills and invoices be reviewed by the fire commission before they go to Comptroller. Discussion ensued.

Motion made by Fred Ingram, and seconded by Doug Cuny, to defer consideration of future budget expenditures to next month's meeting. Vote, all in favor. Motion carried.

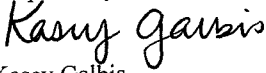
- **Consideration of a recommendation to prepare a universal SOP or SOPs for both department regarding scene safety at highway and roadway incidents, specifically lane blocking**

Fred Ingram brought up a past accident he witnessed and saw how the personnel was set up for the accident and it was unsettling. In the past, Fire & EMS have had push back from the PD in regards to blocking lanes. Discussion ensued.

Motion made by Fred Ingram, and seconded by Doug Cuny, to recommend to the Chief's that they work together to formulate a universal scene safety and lane block SOP, and bring to the Fire Commission by the December meeting. Vote, all in favor. Motion carried.

Motion made by Fred Ingram, seconded by Rich Straiton, to adjourn at 7:28pm. Vote, all in favor. Motion carried.

Respectfully submitted,


Kasey Galbis
Recording Secretary