

2018 DEC 26 A 8:54

*Linda Paradise*  
TOWN CLERK, ASST

Thompson Fire Advisory Committee  
Thursday December 20, 2018  
Station 82 - West Thompson Fire Department  
Special Meeting Minutes

Attendance:

**Voting Members:** John Sharpe, Kyle Cimochoowski, Steve Bodreau, Matt Grauer, Jeff Sheldon,  
Kim Austin

**Firefighters & EMT's:** 6 members

**Community:** 0 members

**Call to Order:**

by Kimberly Austin at 19:09

**Approval of Minutes from 11/15/18 meeting:**

Motion by Kyle Cimochoowski, second by Steve Bodreau, approved unanimously

**Update on Community FD Floor Plan:**

(John Sharpe) There has been a preliminary set of plans for an addition that would house the fire apparatus and keep the ambulance on the old the station floor. It is a 6,000 sq foot expansion estimating about \$600,000 with a \$75-100,000 to add in support to the old station. The problem is that the fire trucks would be exiting onto a one way street causing a potential for delays in response time. There will be another meeting on January 9th to determine the cost difference if they rotate the potential new station to have it's exits on route 12 instead of the one way. The department is looking into USDA grants/funding to take out a mortgage. It will need to be discussed with the town to help with a payment plan, rough estimates show a potential for \$25,000 a year for 40 years. There has been no luck looking into state grants for building new structures or for a new land purchase. The department is requesting help from the town in search of grants.

**Update on task information:**

- (Kim Austin) There is an opening for Fire Marshall in the town. It is a natural progression for the fire deputy to move up to the fire marshall position. Concerns from the board include there has been a lack of inspections in the town at both the schools and businesses that should have been done annually and the board would like to see those being concluded each year and the fire marshall being adequately being paid for it. There is also a concern of conflict of interest for the deputy position if we fill the fire Marshall with the current deputy. It would be requested that we keep that position for someone in town who is qualified rather than hire a non-resident.

- Firefighter, Todd Mountford asked how much do bordering towns for their Fire Marshalls. Matt Grauer stated his estimates were between \$19,000 and \$20,000 annually. Todd mentioned that he felt that \$20,000 was a fair price for the new fire marshall.
- Motion by Matt Grauer to nominate Fire Deputy Jaime Seney for the Fire Marshall of Thompson position. Motion was seconded by Steve Bodreau. Motion was unanimously Agreed upon.
- (Kim Austin) addressed the email in regards to sending reports to both the Fire Marshall and the state. Currently, all departments directly send the reports to state with a cc to fire marshall. This began at least 2-3 years ago when the current fire marshall stopped sending the reports into the state. The departments started doing it on their own, however, the town is still not in compliance with state regs because the fire marshall is supposed to sign off on the reports before they get sent to the state. Once the new fire marshall is hired, the departments will follow a protocol for this. They ask that the new fire marshall develops a flow chart or something in writing as to the proper protocols so that they can be in compliance. Steve Bodreau and Kyle Cimochoowski would like it noted that they did not receive this email from the selectman's office, the email was forwarded to them during the discussion.
- BOF templates were updated by Orla (BOF Director) and given to the fire chiefs for review. There is concern that the budget template used last year went from a 5 page template to a 1.5 page template. The chiefs asked for more time to review as they did not get the template until the day of the meeting. This will be further discussed at the January meeting. The capital expense budget that was requested by the chiefs only reflected the next 1-2 years. The chiefs asked for it to be redesigned to allow for 5, 10, and 20 year projections to cover planning costs such as roofing, building repairs, and apparatus replacement. Frustrations on financial requirements were brought up. Frustrations included: taking money from the FD but not other community programs/activities. FD are asked to write an estimated fundraising dollar amount each year. The FAC feels that this is difficult to determine and that the amount of money from the town should not be dependent on this. Fundraising efforts vary greatly depending on the financial situation of the country and town. Jeff Sheldon and Ron Fournier both mentioned that the Speedway which funds much of East Thompson and Community, have already cancelled 9 events for 2019 and know of at least 1 more that won't be there in 2020. John Sharpe stated that the money from fundraising shouldn't be part of basic existent income but should be used towards recruitment, retention, personal, gear, and training. He stated that he will not be putting a dollar amount on the financial form under estimated fundraiser for 2019. Steve Bodreau and Matt Grauer showed concerned over not being transparent but do agree that it is hard to estimate a dollar amount for fundraising. Kim Austin has asked that we readdress in January so she can do more research on financial requirements for the town.

- Information was given to Kim Austin from both Matt Grauer and Steve Bodreau from the last year in regards to information on calls. This will be used by Kim Austin for a presentation to the BOS and BOF in February 2019. Matt Grauer did state that the current software used by most departments (Firehouse) does not differentiate between day and night.

**Review and discussion of the Woodstock Model:**

- Jeff Sheldon put a motion to table this discussion until after budget season due to time constraints. Kyle Cimochofski seconded the motion. Unanimously approved.

**Board Concerns to be addressed at next meeting:**

- Kim Austin would like to do a quick review of the presentation for the BOS and BOF
- Kim Austin will discuss the updates in the templates for the budget
- FAC will discuss the numbers and start to get ready for the BOF budget season. We will discuss a fair increase that will be more than the 3% cost of living increase.
- In the future there needs to be a further discussion on recruitment (tax abatement vs retirement fund)
- FF Todd Mountford mentioned that the Town of Chaplin CT follows a similar model as the Woodstock model and is an actual line item on the budget. This will be further investigated when we discuss the Woodstock Model in the spring.

**Adjourn**

- Motion to adjourn at 20:39 by Kyle Cimochofski and seconded by Steve Bodreau. Unanimously agreed upon.