

2018 NOV 19 P 12:18

Linda Paradise
TOWN CLERK ASST

Thompson Fire Advisory Committee
Thursday November 15, 2018 @ 7:00pm
Station 81 – Community Fire Department
Special Meeting MINUTES

Board Members in attendance:

Kimberly Austin - Chair
Chief John Sharpe - Community Fire Department – Station 81
Chief Kyle Cimochowski – West Thompson Fire Department – Station 82
Chief Steven Bodreau - Quinebaug Fire Department – Station 83
Chief Matthew Grauer - Thompson Hill Fire Department - Station 84
Chief Jeff Sheldon - East Thompson Fire Department – Station 85

Board Members absent:

Community Member – vacant

Non-Board Members in Attendance:

Fire Department Members: 2
Community Members: 0

- **Call To Order:**
19:36 (meeting start was delayed due to a delay in reaching a quorum due to weather)
- **Approval of Minutes from 10/25/18 Meeting**
Motion to Approve: Matt G. Second: Jeff S. Unanimously Accepted
- **Discuss and Document Department Alternatives**
Station 81 – Mike Ladyka – mikeladyka@spcglobal.net
Station 82 – Matt Whipple – mwhipple.wtvfd@gmail.com
Station 83 – William Gendreau – William.gendreau@gmail.com
Station 84 – Hogan Krohn – hkrohn@columbiaford.com
Station 85 – Ron Fournier – rfournier@etvfd.org
- **Complete #1 (Redefine the mission of the fire Advisory Committee)**
“The mission of the Fire Advisory Committee is to provide effective and efficient communication to each of the five fire departments in collaboration with public education, fire prevention, and emergency services through the residents of the town.”
Motion to Approve: John S. Second: Steve B. Unanimously Accepted
- **Begin Presentation for BOS and BOF**
Department of Finance Director (Orla) is working on a template for the budget season including a template for Capital Expense Budget. We should be getting this within the next week or two. Board discussed response times and ideas for a presentation. Officer response times average about 5-7 minutes per call and a truck response time is 7-10 minutes per call with two departments responding to a “smoke” call and all five departments arriving within 10-20 minutes for a confirmed fire call. West Thompson and Thompson Hill have about 25 active members each

with about 3-4 members responding during the day and 8 at night. East Thompson has about 15 active members anywhere between 4 and all 15 responding to a call. Quinebaug has about 18-20 active members with about 6-8 responding per call. Community has about 25 active members with anywhere from 4-15 responding per call. All numbers are estimates and may change depending on a variety of factors such as day of week, time of day, weather, and time of year. Many of the chiefs have given information in regards to videos to Kim for further review. All fire chiefs will look into data from 2017 for exact response times and locations as well as personal for all calls. This will be presented to Kim by January 2019 to be compiled into a presentation to review at the FAC January meeting and presented to the BOS and BOF in February 2019.

- **EMS Plan/Emergency Action Plan signed and submitted**

The Local Emergency Medical Service Plan has been reviewed by the lawyers. The dates need to be changed from 2013 to 2018/2019 and passed out to be signed by all five departments and all the mutual aid departments associated. Our current contract is out of contract as of November 30, 2018 and needs to be submitted to the state Department of Public Health by January 1, 2019 via e-mail. The Chiefs have stated they have not seen an updated copy and are waiting to receive it to be signed. Kim will contact the selectman's office to make sure it is updated and signed.

- **Town SOP Personal and Discussion for Town lawyer**

We would like to ask the town lawyer what other towns do for vetting volunteer fire departments and how they handle any legal actions brought against them. Our concern is paying for the ongoing background check with the state police and having something happen that puts that department at risk. Kim will e-mail selectman Ken to see if he can address this with the lawyer at the next meeting.

- **Update on Community FD Floor Plan**

Ricky Rivera can not give a time frame on the floor. He is working with the departments building committee to develop a plan for the side addition (a simple steel building to house the fire trucks) to lessen the weight in the current building. It is believed that the current building should be able to house the ambulances without an immediate concern. This plan is roughly estimated to cost between \$600,000 and \$700,000, a better estimate will be developed after a plan is made. Grants are being looked into to help with the costs.

- **Discuss Woodstock model and Ideas**

Motion to table discussion until December – John S. Second – Steve B. – unanimously Accepted

- **Discuss polling stations and concerns with Selectman Steve Herbert**

It was discussed that it will be difficult to come up with a dollar amount that each voting station is paying extra for holding a polling station. The Chiefs are open to discussing their concerns and experiences with the selectman. Selectman Herbert was unable to attend the meeting due to the weather so this topic will be readdressed at the December meeting.

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

Update on tasks presented to both Kim and the Fire Chiefs

Update on the Community Floor Project

Woodstock Model

- **Adjourn**

Motion to Adjourn at 21:19 by Jeff S. Second by Kyle C. Unanimously Accepted