

**Thompson Fire Advisory Committee  
Thursday October 25, 2018 @ 7:00pm  
East Thompson Fire Department  
Special Meeting MINUTES**

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TOWN OF THOMPSON, CT.  
2018 OCT. 29 P 12:40  
*[Signature]*  
TOWN CLERK

**Board Members in attendance:**

Kimberly Austin - Chair  
Chief Jeff Sheldon - East Thompson Fire Department  
Chief Steven Bodreau - Quinebaug Fire Department  
Chief Matthew Grauer - Thompson Hill Fire Department  
Chief John Sharpe - Community Fire Department

**Board Members absent:**

Chief Kyle Cimochoowski - West Thompson Fire Department  
Community Member - Vacant

**Non-Board Members in attendance:**

Fire Department Members - 1  
Community - 0

- **Call to Order** at 19:01
- **Board Introductions** Discussed concerns in regards to reinitiating committee
- **FAC Charge, Expectations, and Requirements** Discussed updating charge (from 2010) and replacing with a working mission statement. Discussed previous committee expectations and replaced with positive compromises, working together as a team, and open conversations in the direction of the best interest for both the departments and town. Discussed a 7 member committee with 5 required for a quorum.
- **2019 Meeting Dates** Meetings will be held the 4th Thursday of the month rotating numerically between stations (81 - Community, 82- West Thompson, 83 - Quinebaug, 84-Thompson Hill, 85 - East Thompson). Motion to accept 2019 dates was initiated by Matt Grauer, second by John Sharpe. Accepted unanimously. Remainder of 2018 Special Meeting dates were set as November 15th at station 81 and December 20th at station 82. Motion was initiated by Jeff Sheldon, second by Steve Bodreau. Accepted unanimously.
- **Review Recommendations Synopsis (pg. 11 of fire study)** Numbers added to the "To-Do" list: 1, 3, 4, 5, 6, 7, 9, 11, 15, 18, 19, 20, 22, 23, and 24. Numbers added to the completed list (the chiefs have already been working together during officer meetings to complete): 2, 10, 17, 21 (is completed every 5 years, will be completed by 11/30/18), 25, 26, and 27. Numbers in which we will not be discussing further: 8 (this will be discussed in the floor plans and potential expansion of the community floor), 12 (at this moment in time, all fire apparatus are owned by the individual fire stations), 13 (will be addressed in the budget planning with potential for a thirty year capital plan), 14 (fire departments have no control over the radio frequencies. They are controlled by QV), and 16 (Vehicle

exhaust systems are not a necessity in all the fire stations. Previously when grants were applied for they were denied as the exhaust system is not on the approval list for the FEMA grant).

- **Complete #1 (Redefine the mission of the Fire Advisory Committee)** A working mission statement is in the beginning stages of being developed. It will be tabled until the November Meeting when we can discuss it further after a deeper review of the wording.

*"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."*

- **Update and discussion on Community FD Floor Concern** An engineer has donated time to help develop an efficient plan for the fire department. Community is looking into the costs of expanding into the side lot to lessen the load on the current facilities.
- **Board Concerns to be addressed at next meeting** (1) develop a presentation to BOS and BOF to clarify the need of all five departments throughout town. (2) follow-up on the EMS plan and Emergency Action Plan. (3) Discussion of fire department personnel SOP/SOG plan (4) Update on the Community FD Floor Concern (5) Review and discuss the Woodstock Model
- **Adjourn** at 21:36. Motion initiated by Steve Bodreau, second by Jeff Sheldon. Accepted unanimously.