

Cromwell Fire District

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Cromwell, CT 06416
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FIRE DISTRICT OFFICE
WATER DIVISION

FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE

BOARD OF COMMISSIONERS

District Operations Committee

Thursday, June 17, 2021

5:30 PM

West Street Firehouse

1 West Street
Cromwell, CT

Present: Commissioners Lee Brow (President), Jason Hinnners and Charles Epstein.

- I. Call to Order. The meeting was called to order at 5:30 PM, by President Brow.
- II. Approval of the Agenda. A motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to accept the Agenda as submitted.
- III. Public Comment. There were no public comments to report.
- IV. New Business
 - A. Bylaws Committee Member Assignments. Commissioner Epstein reported that the current members of the Bylaws Committee are: Commissioners Epstein, Terry, Hinnners and Donohue. President Brow asked if there should be any changes. Commissioner Epstein was wondering about Commissioner Donohue and whether or not he still had an interest in serving on the Bylaws Committee because of the demands on his free time with his commitments to various other groups or Town committees. They agreed to keep Commissioner Terry on the Committee because of the perspective she brings. It was agreed to keep the membership of the Bylaws Committee as is.

A motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to keep the membership of the Bylaws Committee as: Commissioners Epstein (Chair), Terry, Donohue and Hinnners.
 - B. District Publicity/Public Information Special Committee. President Brow stated that they will need motions to form this Committee and limit its size. It was agreed to set the size of the Committee to three. The District Operations Committee will set the goals and objectives of the District Publicity/Public Information Special Committee. Some of those guidelines and responsibilities will be a quarterly newsletter and monthly informational bulletin.

A motion was made by Commissioner Epstein, seconded by Commissioner Hinnners and unanimously approved to form the District Publicity/Public Information Special

Committee. There shall be no more than three people on the Committee, and the District Operations Committee will outline their tasks, goals and objectives.

There was discussion of appointing a couple of Commissioners as members of a District Publicity/Public Information Special Committee. They were discussing Commissioner Terry as a possible member. They also discussed Mrs. Jolie Hinnners as a possible member because she is a volunteer member as well as attending PIO class sponsored by the District. Commissioner Hinnners suggested Commissioner Donohue as a member of this Committee because he is involved in both the Town and Fire District business. President Brow contacted Commissioner Donohue, and Commissioner Hinnners contacted his wife. Both individuals accepted their appointment to the new District Publicity/Public Information Special Committee. The Committee members will reach out to the division heads to collect information for the newsletter as needed. Information will be reviewed by the Executive Director and/or the President or his designee before published.

The President asked the District Operations Committee members to write down their ideas for goals and objectives and email them to each other. He suggested setting up another meeting to finalize their thoughts and invite the Committee members to that meeting. There was discussion regarding the types of stories and information available to be published.

- C. Absentee Ballots for Budget Vote. Commissioner Epstein stated as Chairman of the Bylaws Committee, this issue needs to come before that Committee. Originally, it was just thought to have absentee ballots for the Election of Commissioners without thinking about the Budget vote. After consideration, it was agreed to have absentee ballots for the budget voting.
- D. Paper Ballots for All Votes. It was agreed that this issue also needs to come before the Bylaws Committee. It was agreed that this is a better way of voting than raising hands. It guarantees a person's vote is private, not for the public to see by raising hands.
- E. Different Location for the Budget Meeting. The President suggested that the Executive Director check with Town Hall to ask if the District can use Town Hall for their budget meeting/vote.

A motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to have the Executive Director check with Town Hall for permission for the Fire District to have their annual Budget meetings/vote at Town Hall, obtain some information about the use of the Town's ballot machines and the possibility of having a combined vote for the Town budget and the Fire District budget.

- F. Discuss Executive Director Review. There was discussion about the last review that was done. The last one was a little behind schedule because of a missed opportunity with many other things going on at the time. The salary increase given at that time was over a two year period because they were behind.

A motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to forward this issue to the Personnel Committee.

- G. Apparatus Committee Member Assignments. President Brow stated that the District Operations Committee needs to form this Apparatus Committee and set the members. The tasks for this Committee will be an ambulance re-chassis, a rescue pumper and a Water Division field truck. Commissioner Epstein mentioned that there was discussion at the Fire Operations Committee meeting to replace ambulance 4C and not re-chassis. It was suggested taking that vehicle and give it to the Fire Marshal or the Water Department to re-use. Commissioner Hinnners added that a lot of the electronic issues they are having with 4C would go away because they would not be needed if the vehicle was repurposed. The vehicle itself it sound enough. There was a lot of discussion about repurposing 4C. They agreed to keep this vehicle on the agenda for consideration.

A motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to formally form the Apparatus Committee for the Cromwell Fire District.

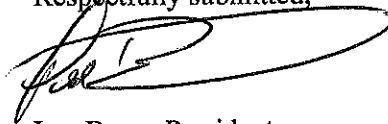
The following individuals were appointed to the Committee: Chris Logan, Chief Balletto, one member from the IAFF Union, Joe Palmieri and a member of the Water Division of Mr. Palmieri's choosing, and Commissioners Epstein, Hinnners, McIntyre and Colligan. They discussed the Chief's needs for a new piece of apparatus. The Chief has expressed having less bells and whistles on the new piece of apparatus, less electronics. He would also like to use the same manufacturers for things so that they don't have to learn how to use different equipment. He wants to stick with the things they are using that they like. The list of committee members were reviewed. They are: Commissioner Hinnners as Chair, Commissioner Epstein as Vice Chair and Commissioners McIntyre and Colligan. Non-voting members from the Fire side are: Chris Logan, Chief Balletto and an IAFF member. Members from the Water side are: Joe Palmieri and a staff member of his choosing. The Executive Director will be the facilitator. There will need to be some preliminary discussion at the first meeting regarding Mr. Palmieri having any interest in repurposing 4C. The Water side should then begin writing specs for what they are looking for, and the Fire side of the Committee should do the same. The second committee meeting should be a review of those specs.

There was some discussion about the Fire Marshal's new vehicle that was received this week. There was also discussion about a second vehicle for the Fire Chief's office.

A motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to appoint the following to the Apparatus Committee: Commissioners Hinnners, Epstein, McIntyre, Colligan; Non-voting members from the Fire Department Chris Logan, Chief Balletto, one IAFF member, Joe Palmieri and a staff member of his choice and the Executive Director as the facilitator.

- V. Adjournment. There being no further business, a motion was made by Commissioner Hinnners, seconded by Commissioner Epstein and unanimously approved to adjourn the meeting at 6:32 PM.

Respectfully submitted,



Lee Brow, President

Nancy Deegan
Recording Secretary, 7-19-21