

Fire Commissioners Meeting

- **Call to order**
3/28/2016 at 18:02 Hrs. Fire station #2, 200 West Rd Marlborough CT.
- **Attendance**
Fire Commissioner Chairman, Michael Schadtler, Fire Commissioner Ray Weber
Additional Attendees, Fire Chief Kevin Asklar, Deputy Fire Chief Sam Totedo, Fire Marshal Joe Asklar
and First Selectwoman Amy Traversa
- **Communications**, No new communications
- **Old Business**, The transition over to the TN dispatch center is progressing well, new antenna locations at the center of town, at the cell tower and Birch Mountain state police tower will greatly improve coverage throughout the town. The Fire Company will be receiving a new frequency 45-90 on low band Kevin Asklar will send out communications via several different media outlets to inform the public of the changeover to TN so residents who have Fire Alarm systems that report to KX can be moved over to TN.
- **Fire Department Membership**
Fire Department Annual meeting and election of officers was held March 6, 2016 a list of the new officers was requested and will be forthcoming.
1 member has resigned and is being added to the social list.
- **Fire Apparatus**
Kevin Asklar reported all apparatus are in good condition
- **Emergency Responses**
Mostly EMS calls for the month.
- **Training & Drills**
Kevin Asklar reported 2 firefighters are enrolled in a firefighter 1 course. The department has been completing the required training like Blood Borne Pathogens, and PPE inspections.
- **KX** -Nothing new to report.
- **Fire Stations**, Locks repaired at station 2
- **Mutual Aid** a mutual aid response to Hebron was canceled while in route
- **Town Hall**
The town hall is requesting minutes for all commissioner meetings.
- **Budget & Bills**
Covered current bills, reminded Kevin Asklar that ALL budget requests must come through the Commissioner's office for approval along with incentive program disbursements.
- **Fire Marshal**
A new 2 draw filing cabinet has been placed in the commissioner's office to be used by the fire marshal to store public documents, a 2nd filing cabinet may be necessary. Joe Asklar presented a calendar of activities to demonstrate monthly activities. Amy Traversa stated that a calendar is not an acceptable means of documenting time. She will speak with Judy and develop a form similar to the building department. A key to the office will be provided to Joe Asklar for office access.
- **New Business** FIREHOUSE Software package is being requested to upgrade the current reporting system "FirePrograms" software. The "Firehouse" software would be compatible with TN dispatch center and be easier to access. There is a large cost involved in this upgrade and will require transferring funds. The upgrade to Firehouse software will be taken up at next month's commissioners meeting.
- **Good of the Order**
Due to vacation schedules the April Commissioners meeting will be held on April 11, 2016 18:00 hrs. at fire station #2 200 West Rd Marlborough CT.
- **Adjourn**
19:11 hrs.
Respectfully submitted

Michael Schadtler
Fire Commissioner (chairman)