

## Fire Commissioners Meeting

### Call to order

4/11/2016 at 18:00 Hrs. Fire station #2, 200 West Rd Marlborough CT.

### Attendance

Fire Commissioner Chairman, Michael Schadtle, Fire Commissioner Ray Weber

Additional Attendees, Fire Chief Kevin Asklar, Deputy Fire Chief Sam Totedo, Fire Marshal Joe Asklar and Fire Captain Jason Bevans

### Old Business:

**FIREHOUSE Software upgrade** Captain Bevans presented the Firehouse upgrade proposal, there are two options, the first option is to install the upgrade to a single computer at the fire station with an initial cost of \$6455.00 with an annual fee of \$1755.00 (1 year contract) the 2<sup>nd</sup> option is to use a web based version w/ a 5 year contract at an annual cost of \$4142.50. After some discussion it was decided to go forward with the first option installing Firehouse software at the firehouse computer at station#1. It will be necessary to transfer funds from other accounts to pay for this upgrade. Commissioner Schadtle will contact the selectman's office about this transfer.

### The transition over to the TN dispatch center

Cell tower site,

Waiting for the formal approval from Crown Castle, That final approval should be emailed to Tyler Millix by the 10<sup>th</sup>. AT&T reviewed our location inside the building and out, tower climber was there to take measurements for the cable work, should be hanging the antennas in a week or two at the most.

Birch Mountain tower:

All set with the State Police and the installation at the Birch Mountain tower

Frequencies:

All licenses have been submitted to the FCC and no issues are expected.

### Fire marshal report form

The commissioners discussed the draft forms with Fire Marshal Joe Asklar. The draft forms from the town hall were good however, they do not fully encompass all the duties of the Fire Marshal. Fire Marshal Asklar will create a form that will include all the Fire Marshal duties completed throughout the month. This form will include the time, date and duty completed. At the end of each month Joe will sign the form and submit it to the Fire Commissioners. A copy then will be placed in a file and submitted to the town hall.

### New members

No new members

### Fire Apparatus

There were no issues reported with fire apparatus

### Training and Drills

There will be a forcible entry drill scheduled, 2 firefighters are attending the state fire school Fire Fighter 1 course.

### Budget Bills

Covered encumbered money in accounts, went over submitted bills

### New Business

Commissioner Schadtle inquired on status of dry hydrants in town and if there is a plan in place for maintenance and inspection. Chief Asklar has no plan in place just for back flashing hydrants. Commissioner Schadtle stressed water supply is important in fire suppression.

### Meeting Adjourned

19:11 hrs.

Respectfully submitted

Michael Schadtle  
Fire Commissioner (chairman)