

Minutes of the Special Meeting of the Board of Fire Commissioners on Thursday, March 15, 2018.

Present: Robert Hagemeister, Lynn Spencer, Sid Holbrook, Kim Bennett, Bill Robbins, & Mike Jenkins.

Call to Order: 7:07pm

Correspondence:

- Don Izzo EM provided a Radio & Pager Accountability report to the board for review. Distributed to all board members.

New Business:

- Potential alternate board members are currently awaiting approval by the Board of Selectmen.

Approval of Minutes:

- Motion made by Sid H./2nd Lynn S. to accept 2/15/18 meeting minutes – all approved.

Finance Updates:

- Capital budget – tabled discussion
- Board members to attend Board of Finance meeting next week regarding BOFC and FM budget reviews for next fiscal year.

Fire Chief's Report:

- Update provided regarding truck repairs to #453
- OSHA training in progress
- Update provided on administrative suspensions

Fire Marshall's Report:

- No new incidents to report. 1 large plan review in progress. 4 inspections completed.
- Bill R. to be away for 2 weeks in April. FM coverage is being arranged.

Old Business:

- Lynn S. expressed appreciation to Mike J. and Bill R. for completing 1st line interviews with potential candidates and preparing for interviews this evening by the board.

Executive Session:

- Motion made by Robert H./2nd Lynn S. to go into executive session for the purpose of interviewing for the Deputy Fire Marshall position(s). All approved.
- Came out of executive session at 9:34pm.

WESTBROOK BOARD OF FIRE COMMISSIONERS

866 BOSTON POST ROAD. WESTBROOK, CT 06498

Action items:

- Motion made by Lynn S./2nd Sid H. to offer a deputy Fire Marshall position to 3 candidates. Bill R. will contact each of the 3 candidates to make the offer and follow through on the hiring process following the Town HR policy.
- Bill R. submitted a 2-month Verizon bill for approval. Motion Robert H./2nd Kim B. to approve payment - all approved.
- Next meeting will be a regularly scheduled meeting held on April 19, 2018 at 7pm.

Meeting adjourned at 9:55 pm.

Sincerely submitted,

Kimberly Bennett, BOFC Secretary

CC: Board Members