

# Cromwell Fire District

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FIRE DISTRICT OFFICE  
WATER DIVISION

FIRE DEPARTMENT  
FIRE MARSHAL'S OFFICE

## **BOARD OF COMMISSIONERS** **District Operations Committee Meeting**

**Wednesday, June 29, 2022**

**6:00 PM**

**West Street Firehouse**

**1 West Street**

**Cromwell, CT**

Present: Commissioners Lee Brow (President), Jason Hinnners (Vice President) and Charles Epstein (Secretary). Executive Director Julius Neto was also in attendance.

- I. Call to Order. The meeting was called to order at 6:00 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. Realignment and Renaming of the Publicity Committee. President Brow discussed adding Commissioner Chip Darius to the Publicity Committee. There had also been some discussion about renaming the Committee. There was some discussion about different names, but it depends on the tasks assigned to the Committee. Alternatives could be: Public Information, Public Outreach or Community Relations. There was a tentative decision for Public Relations and Community Outreach.

The Mission Statement of the Committee needs to be identified before they can name the Committee. The Mission Statement should reflect what the name of the Committee is. There was discussion regarding the responsibilities of the Committee and the timeframe available to work with regarding a newsletter. Most of the responsibilities for the newsletter have fallen on District administrators rather than the Publicity Committee. No Committee meetings have been held. There was discussion about not publishing a newsletter this quarter and inserting a note in the July water bills which indicates a new and improved newsletter in October.

The President suggested realigning the membership of the Committee and downsizing the membership. The Committee should have 2 objectives. One is preparing the newsletter, and the second would be to come up with a Mission Statement. The President will ask Commissioner Darius to come up with a list of tasks for the Committee which should help identify a name for the Committee.

***A motion was made by Commissioner Hinners, seconded by Commissioner Brow and unanimously approved to, based on information from Commissioner Darius, rename the Publicity Committee to the Public Relations/Community Outreach Committee, and allow the Chair (Commissioner Darius) and the Committee to define its mission statement.***

There was discussion on the membership of the Committee. Right now the membership consists of 3 Commissioners, 1 Fire Department member, the Executive Director, the Fire Chief, the Ass't Fire Chief, a member from the Fire Association, the Communications Manager, the IT Manager, the Water Dept. Manager and the Board President as ex-officio.

The President thought there should be only one Fire Department representative, one Water Department representative, Melissa as the Fire Association representative and Communications as part of the Fire Department. Commissioner Hinners wanted to refer to the representatives as contributing members. The President suggested having the representatives from the Fire Dept., Water Dept., Fire Assoc. and Communications be listed on an "as needed" basis with the 3 Commissioners, Jolie Hinners, the Executive Director and Mr. Alvarado.

The President suggested streamlining the internal operations of the Committee with 3 Commissioners, Jolie Hinners and the Executive Director as the voting, contributing members. The Fire Dept. rep, Water Div. rep, Fire Assoc. rep, and Mr. Alvarado would be non-voting reps. The non-voting reps would not necessarily be at every meeting. The Executive Director asked specifically who would be doing the work. In the past the work was not being done by the voting members.

The President suggested realigning the Committee with Commissioner Darius as Chair and Commissioner Epstein as Vice Chair, Commissioner Donohue being the third Commissioner, Jolie Hinners as the fourth Department member and the Executive Director. Everyone else would be a non-voting member and would attend meetings as needed.

***A motion was made by Commissioner Brow, seconded by Commissioner Hinners and unanimously approved to realign the new Public Relations/Community Outreach Committee to have Commissioner Darius as Chair, Commissioner Epstein as Vice Chair, Commissioner Donohue as the third Commissioner, Jolie Hinners as Fire Dept. rep. and the Executive Director. As needed, non-voting members would be: Fire Dept. rep., Water Dept. rep., Communication rep. and an IT rep.***

- B. Realignment of the Apparatus Committee. The President discussed the Rescue/Pumper that is being "spec'd." He wanted to make sure there were no unresolved issues. He wanted to make sure there were Whalen lighting and controls in the new piece since Whalen is a CT company. He also wanted to make sure there was a real Q in there instead of just a speaker. There needs to be a backup for the siren.

He wants to realign the Committee with Commissioner Colligan as Chair because he has experience doing specs for many apparatus. The President has Commissioner Hinners as Vice Chair. He would leave Commissioners Epstein and McIntyre on the Committee. The Water Department has Joe Palmieri and Eric Roberts as reps, also Chris Logan who will be working on Fire and Water pieces. It was decided that there will not be a

Firefighter Union rep. on the Committee. Any issues the Union may have should go through the Chief's office.

A motion was made by President Brow, seconded by Commissioner Hinnners and unanimously voted nay to act on the President's suggestion to realign the Apparatus Committee with Commissioner Colligan as Chair, Commissioner Hinnners as Vice Chair, Commissioners Epstein and McIntyre as voting members of the Committee, Chris Logan as Mechanic, the Executive Director also as voting members. As needed, a member of the Fire Department if the apparatus is for Fire or Ambulance, or a member of the Water Department if it is other equipment.

*A motion was made by President Brow, seconded by Commissioner Hinnners and unanimously approved to appoint to the Apparatus Committee Commissioner Colligan as Chair, Commissioner Hinnners as Vice Chair, Commissioner Epstein, the Executive Director and the Mechanic as voting members of the Committee and as an "as needed" non-voting member of the Fire Department or Water Department depending on what the Committee needs are.*

The President gave more thought to the Committee membership and reworded his assignment to read; Commissioner Colligan as Chair, Commissioner Hinnners as Vice Chair, Commissioner Epstein, Mechanic Chris Logan, the Executive Director and for the Fire Dept. Chief Balletto, Ass't Chief Brade and one IAFF member. The IAFF member is the only representative to provide input to the Committee from the Fire Department. Any Fire personnel, part-time or full-time, can be involved internally with the process, but there will only be one representative bringing information back to the Committee. The voting members will be the 3 Commissioners, along with the mechanic, the Executive Director and the Fire Chief. The President reconsidered and made the IAFF member to also be a Fire Department member.

*The President redid his motion to read: Commissioner Colligan as Chair, Commissioner Hinnners as Vice Chair, Commissioner Epstein, Chris Logan, Chief Balletto, Ass't Chief Brade, the Executive Director and Alan Dominy. Commissioner Hinnners seconded the motion and it was unanimously approved.*

Chief Balletto asked if these changes would be in effect going forward. The President responded that the changes are for the apparatus that is being "spec'd" out now. The Chief reported that the specs they are discussing were approved at the last Apparatus Committee meeting. The Rescue/Pumper and the Ambulance are already spec'd out unless there were changes that needed to be done. The Chief noted that the wish list is getting crazy. The list is being driven by a couple of Commissioners and a couple of firefighters. There is not that much funding left with the two items coming in.

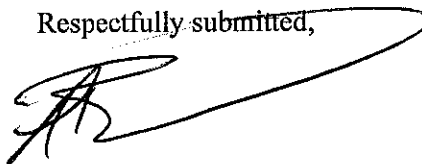
The Chief explained the changes that were made to the Rescue/Pumper. They removed two seats from the back of it. They put an EMS cabinet in there. He is waiting for the price on that. The tank lights for the sides of the cab which are expensive. Additions on the front that are safety components for firefighters.

For the ambulance, all the lights were changed to be one single light which are the M-6's. They took something out on the back cab on the driver's side. It was made a little taller with 6 ft. doors so they could fit tools in there. There will be one set of equipment on one end, and the back end will be for the other firefighter and the ambulance. The Q on the

Rescue is an electronic Q and a Whalen light. The President wanted to discuss the mechanical Q. Chief Balletto had been reviewing all the specs with the same Commissioner. He continued to ask throughout the process if there were any issues with the specs. At that time no issues were identified. The President asked if all the lights were Whalen lights. The lights on both the Rescue and Ambulance are Whalen. The Engine that was just received which was a stocked piece that was already on the invoice. The Chief will check on the Rescue to make sure there is a mechanical Q.

- V. Adjournment. There being no further business, a motion was made by Commissioner Hinnars, seconded by Commissioner Epstein and unanimously approved to adjourn the meeting at 7:07 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'LR Brow', enclosed within a large, hand-drawn oval.

LeRoy Brow, President

Nancy Deegan  
Recording Secretary