



FIRE COMMISSION MEETING
June 14th, 2023
7:00 P.M.
ZOOM / LIVESTREAM BOROUGH FACEBOOK
IN PERSON at BOROUGH HALL

MINUTES

1. **Call to order:** Vice President C. Soltysiak called the meeting to order at 7:02 PM.
 - a. **Members Present:** Vice President C. Soltysiak, President J. Conners, Councilor A. Khalil, Councilor D. Pancoe, Chief K. Lynch, G. Bachman, C. O'Neill, B. Pross, J. Connolly, R. Zigmund, G. West
 - b. **Members Absent:** K. Lyons
 - c. **Others Present:** Chief T. Scott, Mgr. G. Locke, D. Cline

2. **Public Comment:** none

3. **New Items/Items for Discussion**
 - **Fire Department Reports:** no update
 - **Fire Department Organization Chart**
 - V.P. C. Soltysiak described her counter organizational chart to those present.
 - Chief K. Lynch went into detail about discrepancies of flow chart.
 - Safety Officer issues described.
 - **(00:04:26)** Discussion between Chief Lynch, V.P. Soltysiak and Councilor Khalil about role descriptions.
 - Leadership Meeting Update(s)
 - First By-Law meeting held on 6/13/23
 - Members are communicating via email as opposed to in-person to expedite these meetings.
 - No timeline
 - Budget Preparation
 - Begins in September
 - Goal is for one line item for funding
 - Councilor Khalil suggested contacting Tom Sullivan regarding budget consolidation.
 - July 4th Parade Coordination: Chief K. Lynch is coordinating with Mgr. G. Locke, Chief Scott and Foreman Riggins for parade preparation (i.e. barricades).

- Grant Funding Opportunities:
 - Chief K. Lynch advised not qualified because they are not a municipal fire department.
 - Funding received from the state for \$30,000 for turnout gear.

4. Ongoing Items

- Engine-96 – Quote of Repairs/Campbell Motors Report
 - \$40,000 - \$50,000 in major repairs (pump / exhaust)
 - Estimates of \$15,000 - \$50,000 (depending on vendor) will be brought to Public Safety Committee.
 - **(00:40:28)** Councilor D. Pancoe asked about the need for a Pumper. Chief K. Lynch said yes we need one. This led into a discussion between them about the current apparatuses.
 - V.P. Soltysiak inquired about I.S.O. standards because of a conversation she had previously had with them. This led to a discussion between Chief Scott, Chief K. Lynch, V.P. Soltysiak and some members present. Chief K. Lynch clarified why I.S.O. identified their concern surrounding training.
- Fire Station Number (Progress)
 - Call number 99 was decided.
- Kaler Motors (AVS) – Invoice Verification Form
 - Mgr. G. Locke confirmed we were instructed to ignore this as we owe nothing. The invoice was generated because of an internal audit performed on Kaler.
- Kaler Motors – Deposit by Pioneer (posted 12/14/22)
 - \$7,000 refund still in process.
- Officer Training Requirements / Continuing Education / Training Standards (Update)
 - Ongoing; Documents are submitted upon completion accordingly.
- Training Update
- SAFER FEMA Grant – Update (yard signs)
 - No update. We are in our final year.
 - Third year clothing sent to FEMA for approval.

Chief K. Lynch brought up cost associated with changing the truck graphics to reflect new number 99. Preliminary estimate is between \$4,300 - \$5,000 for the vinyl lettering, potentially an additional \$1,000 may be needed. He was asking if they can use the 04 Fund. V.P. Soltysiak also inquired about the helmets. Chief K. Lynch said to re-number the front piece would cost \$3,000.

5. Next Fire Commission Meeting

Time – 7:00 PM

Date – Wednesday - July 12th, 2023

6. Adjournment: V.P. C. Soltysiak adjourned the meeting at 7:57 PM.