

**BOLTON FIRE COMMISSION  
MONDAY, JUNE 24, 2013  
MINUTES**

Chairwomen Cheryl Udin convened the Bolton Fire Commission meeting at 7:00 p.m. at the firehouse. Commission members present were John Morianos, Chris Moquin and Rick Metcalf. Also present was Chief Bruce Dixon and Fire Marshal Raymond Walker. Derek Green was absent.

**PUBLIC COMMENT** - None

**APPROVAL OF MINUTES** – Motion to approve the draft May 20, 2013 minutes (JM/CM) V.U.

**PAYMENT OF BILLS** – Bills that were paid in May were circulated and discussed.

**CORRESPONDENCE** – E-mail from Joyce Stille was received regarding the Fire Commission Budget. The FY14 Fire Commission Budget was cut by 1,600. \$1,500 was cut from “Other Contracts” and \$100 was cut from the “Uniforms and Supplies” line item.

**COMMUNICATIONS FROM THE CHIEF**

- ❖ **Andover Fire Department (House Burn)** – The fire department participated in a live house burn on Wednesday and Thursday nights and eight hours on Saturday. The drill had volunteer fire departments from Andover, North Coventry and South Coventry. It was a good training exercise.
- ❖ **New England Chief Show** – Chief Dixon attended a Fire Chief’s Convention at the Eastern States Exposition.
- ❖ **Meeting with Administrative Officer** – A meeting was held with Joyce Stille. Regular meetings will be scheduled. Chairwomen Udin will attend future meetings.
- ❖ **Calls** – the department had many calls during the month of June.
- ❖ **Chief Job Description** – was distributed and discussed briefly.
- ❖ **Discussion on Engine Tanks** – Each engine tank was discussed as well as timelines for repairs.
- ❖ **Fire Department Budget** - 3 IPods have been ordered and will be working in approximately one month.
- ❖ **FCC License** – There have been issues with poor communication with the Chief’s radios. There is a meeting scheduled this week to resolve this issue.
- ❖ **New London Contrack** - a group of 50 high school students will be travelling on bicycles from New London to Indian Notch Park. It was requested that they have permission to stop at the fire house to have lunch on the lawn and use the facilities. The commission told the chief that the request should go to the town for approval.

- ❖ **Agreement with Town of Bolton** – The “Agreement Between the Bolton Volunteer Fire Department, Inc. and the Town of Bolton, Connecticut was given to Chairwomen Udin for review prior to it being signed.

## **FIRE MARSHAL’S REPORT –**

### **Monthly Significant Activity Included:**

- ❖ Fire Marshal Walker, Past Chief Preuss and Captain Bonn, continue to attend meetings of the Water Supply Advisory Committee.
- ❖ The VCI Town Center Study meetings have concluded. Lt. Baum and Fire Marshal Walker are pleased to report that the Study will call for road improvements and a fire protection pond in Bolton Center.
- ❖ Inspections were conducted at the Lake House, 3Js Restaurant, Simoniz, Bolton Pizza and 86 Volpi Road.
- ❖ Fire Marshal Walker attended the annual meeting of the International Fire Marshal Association Board of Directors in Chicago.
- ❖ Deputy Fire Marshal Volkert was a presenter at the NFPA Conference in Chicago and her program was featured on an NFPA blog.
- ❖ The Fire Marshal’s Office provided thank you fire prevention T-shirts to those members participating in the 2012 fire prevention programs.

**OLD BUSINESS** – None

**NEW BUSINESS** – None

**ADJOURNMENT** – Motion to adjourn at 8:45 P.M. (RM/JM) V.U.

Respectfully submitted,

Janet K. Assard  
Board Clerk

**PLEASE SEE MINUTES OF SUBSEQUENT MEETING FOR APPROVAL/CORRECTIONS TO THESE MINUTES**