BOARD OF FIRE COMMISSIONERS
SPECIAL MEETING MINUTES

October 30, 2007
Room 204

COMMISSIONERS PRESENT: Robert Araujo, Chairman
David Sekelsky
Merle Chase
Justin Sabatino
Bruce Kosowsky

ALSO PRESENT: Tim Hongo
Nick Verdicchio

CALL TO ORDER

Chairman Araujo called the Special Meeting of the Board of Fire Commissioners to order at 7:06 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

E. AWARDS DINNER AND GIFTS – WAIVER OF BID

The Awards Dinner is scheduled for December 4, 2007. The Board will be purchasing the gifts. Commissioner Sabatino is on the Gift Committee. Commissioner Sabatino met with Captain Wilson and Assistant Chief Osiecki and came up with a plan. Due to the timeframe that is allotted, there is no time for shirts. The plan was to award a gift card to New England Uniform up to $50.00 for fire related items. In meeting with Sandy Nesteriak and Marilynn Gannon it was relayed that a Waiver of Bid needs to be processed. It is for the processing of the gift cards that will be distributed. Per the Charter, a request needs to be made to the Purchasing Agent.

Commissioner Sabatino motioned to request a Waiver of Bid to the Purchasing Agent to issue a $50.00 Gift Card to New England Uniform to be handed out to those active members attending the annual dinner that have over one year service. Commissioner Sekelsky seconded the motion.

Discussion:

The payment will come out of the Incentive Award Account instead of the Recruitment Account. The amount is not to exceed $7600.00.

A voice vote was taken; motion passed unanimously.

D. ASSISTANT CHIEF JOB DESCRIPTION

This item was included in this evening's agenda because there has been some communications from the houses regarding changes and additions. According to Captain Tim Hongo from Co. 3, the membership feels that there are not enough qualifications for the Assistant Chief in the draft job description presented. Feedback from Company 3 is not complete and the other Companies have either not me yet or the feedback is not available as of yet.

Another point brought up from Co. 3 was how short the job description was, the discussion was that the Board wanted to make sure that it highlighted the points, but it wasn't all inclusive. An issue raised was that there was no scope of work included. Per the Chairman, the scope of work is included in the duties.

Another issue that was brought up was that there were no qualifications included in the job description other than I7.

Commissioner Kosowsky motioned to abort the Assistant Chief Job Description.

There was no second.

Discussion continued with decision to bring this back to all companies and solicit the input of their companies so that the Board can review it and then move forward with the job description. The Board also decided to ask Fran Jones and Jack Cramer for the number of people the department has with certain qualifications and certifications.

Commissioner Kosowsky motioned to table this item so that the companies have a chance to get feedback to the Board prior to the scheduled November 20, 2007 meeting. Commissioner Chase seconded the motion.

A voice vote was taken; motion passed unanimously.

C. COMMISSIONER'S ASSIGNMENTS

Commissioner Sekelsky motioned to table this item until the next scheduled meeting of November 20, 2007. Commissioner Chase seconded the motion.

Identify and approve assignments:

Commissioner Chase in charge of facilities
Commissioner Sekelsky will be the point person regarding the vehicles
Commissioner Kosowsky to handle all communications
Commissioner Sabatino to handle equipment

A voice vote was taken; motion passed unanimously.

ADJOURMENT

Commissioner Kosowsky motioned to adjourn. Commissioner Sabatino seconded the motion.

A voice vote was taken; motion passed unanimously.

Chairman Araujo adjourned the Special Meeting of the Board of Fire Commissioner at 7:53 P.M.

Respectfully submitted

Sophia V. Belade

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