

FIFTEEN ROPE FERRY ROAD
WATERFORD, CT 06385-2886



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**FIRE SERVICES REVIEW SPECIAL COMMITTEE
SPECIAL MEETING AGENDA**

TUESDAY, AUGUST 9, 2022 5:30 P.M. WPD TRAINING ROOM, 41 AVERY LANE

1. Establishment of quorum; Call to order
2. Public Comment
3. Approval of minutes for July 12, 2022, meeting
4. Consideration and possible action on the RTM's charge to the committee (RTC 6/7/21):
Review issues including performance, policies, and staffing and present their findings/recommendations on any changes needed to enhance public safety, creating a steering document and strategic plan.
 - identify/prioritize top risk items (i.e., tactical issues associated with a liability)
 - compile/review trend data to determine future infrastructure and operational needs
5. New Business
6. Schedule next meeting
7. Adjournment

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Fire Services Review Special Committee Minutes—Special Meeting July 12, 2022

Members Present: Robert Tuneski (BoF), Richard Muckle (RTM), Greg Attanasio (RTM), Susan Driscoll (RTM/PP&S); Rob Brule (BoS); Mike Howley (Fire Services); Steven Sinagra (Emergency Management); Mark Greczkowski (WAS); Todd Patton (Chief, Goshen FD); Tom Martin (Captain, WFD)

Also Present: Paul Goldstein (RTM), Chris Bonanno (Cohanzie Fire Co.#5)

1. **Call to order:** Chair Tuneski called the meeting to order at 5:31 p.m.
2. **Public comment:** FSRSC member Muckle, noting that the Sandy Hook Fire Chief had recently passed away, thanked the public safety staff and volunteers present for their dedication and service to the town. No other public comment.
3. **Approval of previous minutes:** Motion by Brule, second by Muckle, to approve July 12, 2022, minutes as presented. Voice vote: Unanimous; Abstain by Attanasio.
4. **Consideration of FSRSC's charge from the RTM (6/7/21):** Group agreed to address the bulleted topics in reverse order.
 - **2022 calendar:** Group consensus to plan for 2nd Tuesday of each month as FSRSC meeting date, at 5:30 p.m.
 - **critical/top risk issues:** Identification of critical issues that should/would be addressed in FSRSC recommendations continued, with members suggesting short- and long-term challenges facing the town's fire and emergency management services and our rescue services provider. The critical-needs list—in no particular order—now includes additional staffing, with recruitment/retention effort improvements; training programs for first responders and dispatchers; reliable radio communication system for volunteers; structural issues at OSW and other firehouses; adjustments to volunteer incentive stipend program; installation of fire alarm systems in all town buildings; and coordinated communication between fire and emergency services systems.
In response to comments, concerns about the need for data on current status and trends as committee prioritizes issues for strategic plan, members offered to provide available data in these areas: transit times from staffed houses to each of the districts (Greczkowski); projections for growth in homes and businesses (Brule, with Planning Director); population demographics, response times, and call type/location stats (Howley).
5. **New business:** A preliminary discussion ensued on logistics related to Brule's request to give OSW firehouse replacement immediate priority status. With input from RTM Moderator Goldstein, members discussed optimum make-up of a new Building Committee as well as specific goals/details for its written charge; potential timelines and budget; critical backup information for elected officials; whether design plans from several years ago match current needs and fire/emergency services' vision for future staffing, vehicular, and office usage at OSW; and the FSRSC's role in an emergency action, given its charge of long-term strategic recommendations. Brule will provide structural engineering report and Howley, Patton, Martin and Greczkowski will form a working group to provide first responders' recommendations/needs.
6. **Next meeting:** Aug 9 at 5:30 p.m. confirmed as next meeting date—in WPD training room, pending availability.
7. **Adjournment:** Motion by Brule; second by Muckle to adjourn at 7:05 p.m. Voice vote: Unanimous.

Submitted by

Susan Driscoll, FSRSC Secretary