

**Town of Ridgefield
Fire Commission Special Meeting Minutes
Town Hall Large Conference Room
April 6, 2010; 4:30 pm**

Commissioners Attending: Rudy Marconi
Andrew Bodner
Barbara Manners

Absent: Di Masters
Joan Plock

Representing RFD: Chief Heather Burford
Assistant Chief Kevin Tappe
Deputy Emergency Manager Dick Aarons

Meeting Called to order by Commission Chair Rudy Marconi at 5:30 pm.

Fire Department Update

Operations -- Chief Burford provided an overview of the department's 1st Quarter 2010 operations. Calls and operating budget are on track. (See attachment.) Some 65% of calls are EMS. Mutual aid calls are balanced with nine outbound and 10 inbound EMS runs. EMS calls at the 642 Danbury Road complex account for 15.3% of the total runs. The department is experiencing increasing call volume from 21 Prospect.

Personnel -- Applications are being received for department openings. Testing is scheduled for Saturday April 24.

Apparatus -- Chief Burford said the department must find a way to house its four-wheel rescue ATV and its trailer in a secure, dry accessible place. One concept is to use \$4,500 of Frazee grant money to purchase an enclosed trailer. The enclosed trailer would be stored behind Station 2 or on other town property. Mr. Marconi and Mr. Bodner suggested that the department consider purchasing a shipping container for storing the unit. Another option might be to store the ATV at Town Highway garages, but there are some concerns for dirt and corrosion dangers from residual salt/sand. Chief Tappe will develop proposals.

Emergency Management Update

March Storms -- DEMD Aarons reported that he and Chief Burford continue to monitor after action reports on the March nor'easter that caused widespread damage along the shoreline and the late March rain storm that generated heavy floods in the eastern part of the state. It is the goal of the Ridgefield DEM to apply lessons learned from the state and local response to those events to improve Ridgefield response and recovery plans if necessary. Chief Burford and DEMD Aarons are working with other EMDs and Public Works directors in the HVCEO communities to improve coordination of local mutual aid response should the need arise.

Town Hall COOP -- Chief Burford and DEMD Aarons will advise on Continuation of Operations Planning for Town Hall. They commended the work initiated by the board and now under way by Town Engineer Charlie Fisher to install a backup generator to support the town office phone and IT systems (all of which are located at town hall) during utility outages.

Adjournment: There being no further business before the commission, the meeting was adjourned by acclamation at 5:45 pm.

Respectfully Submitted,
Richard N. Aarons,
Deputy Emergency Manager
Fire Commission Secretary