



President  
**Paul Fazzino**  
 Essex Fire Engine Co. No. 1

Vice President  
**Mike Jenkins**  
 Westbrook Fire Dept.

Secretary - Treasurer  
**Steve Biasi**  
 North Madison Vol. Fire Co.

## Minutes of the October 28, 2013 VSMAI meeting in Clinton, CT.

President Paul Fazzino called the meeting to order at 19:40 hrs. with a salute to the flag.

### Attendees – October 28, 2013

James Budney – Deep River	Mike Jenkins – Westbrook
JT Dunn – Old Saybrook	Greg Carroll – Madison
Bobby Kytte – Madison	Dick Bauer – Killingworth
Brian Manware – Clinton	Jed Perkins – Essex
Doug Harrays – Essex	Charles Herrschaft – Guilford
Pete Lafrancois – Clinton	Paul Fazzino – Essex
Steve Biasi – North Madison	

### Special Presentations:

NONE

**Approval of the previous meeting minutes:** MMS (Manware/Bauer) to accept the September 23, 2013 minutes. Motion passed unanimously.

### Reading of communications:

NONE

**Treasurer's report:** The Treasurer reported an opening balance of \$4,981.41, with \$0.00 of income and \$0.00 bills or payments. Ending balance is \$4,981.41. MMS to accept the Treasurer's report as presented (Jenkins/Bauer). Motion passed unanimously.

Outstanding payments are needed from Guilford (\$150.00), Haddam (\$150.00), Killingworth (\$266.00), and Madison (\$234.00).

### Bills to be paid:

NONE

CHESTER HOSE CO., INC.  
 PO Box 214  
 Chester, CT 06412-0214  
 860-526-0019

CLINTON VOL. FIRE DEPT.  
 35 East Main Street  
 Clinton, CT 06413-2049  
 860-669-8131

DEEP RIVER FIRE DEPT.  
 57 Union Street  
 Deep River, CT 06417-2011  
 860-526-6042

DURHAM VOLUNTEER FIRE CO., INC.  
 PO Box 154  
 Durham, CT 06422-0154  
 860-349-9112

ESSEX FIRE ENGINE CO. NO. 1  
 11 Saybrook Road  
 Essex, CT 06426-1402  
 860-767-1258

GUILFORD FIRE DEPARTMENT  
 390 Church Street  
 Guilford, CT 06437-2004  
 203-453-8000

HADDAM VOL. FIRE DEPARTMENT  
 439 Saybrook Road  
 Higganum, CT 06441-4110  
 860-345-4945

KILLINGWORTH VOL. FIRE CO., INC.  
 333 Route 81  
 Killingworth, CT 06419-1218  
 860-663-1785

MADISON HOSE CO. NO. 1  
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 Madison, CT 06443-0573  
 203-245-2772

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 Madison, CT 06443-8202  
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OLD LYME FIRE DEPT.  
 69 Lyme Street  
 PO Box 102  
 Old Lyme, CT 06371-0102  
 860-434-2424

OLD SAYBROOK FIRE DEPT.  
 310 Main Street  
 Old Saybrook, CT 06475-2372  
 860-395-3149

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## **Committee report(s):**

### State Fire Coordinator's Report:

President Paul Fazzino announced he distributed the inventory list today via email. President Fazzino stated he received two responses so far with changes. President Fazzino requested that each department respond back with either changes to the inventory list or confirm the information is correct.

### Regional Preparation/Pre-Planning:

NO REPORT

### Radio Frequency/Communications Committee:

NO REPORT

### Website:

Chief Dunn announced the website is up and running well. Chief Dunn stated he approached Jeff Morrissette from the CT Fire Academy and the Governor's office to run the TV commercial for volunteer recruitment. Chief Dunn was informed when the CT Fire Chief's Association recruitment commercial funded through a SAFER grant is completed then the recruitment video/commercial will run.

### Tanker Strike Team SOP:

NO REPORT

### Tanker Fill Site Setup SOP:

NO REPORT

### Accountability SOP

Chief Herrschaft of Guilford announced the new policy has been complete and one of the three-committee members has to write the new policy. Chief Herrschaft stated the new policy should be available next month.

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## RIT/Mayday SOG Review

Chief Dunn of Old Saybrook handed out draft revisions of the RIT and Mayday SOG. Chief Dunn reviewed the policy and discussed the changes that were in blue font.

Chief Herrschaft of Guilford opened discussion on his concern with the word “shall” in many sentences of the document. Chief Herrschaft stated one example was “RIT Team shall operate on the Valley Shore RIT Channel once on scene”. Chief Herrschaft stated his department does not operate on the Valley Shore RIT channel and is concerned about approving this document and then having the word “shall” being used against chiefs and officers in a court of law.

Chief Bauer of Killingworth discussed the use of standard operating guidelines as opposed to standard operating procedures. Chief Bauer also opened discussion about applying a disclaimer to the document.

Chief Dunn agreed the “shall’s” should be changed to “should” and “may” as needed in the document.

President Fazzino announced that possibly each department should have the option to opt out of the SOP, however, if a department does opt out it should notify each affected department.

An overall discussion was had to discuss the organization’s mission statement and the mission statement was read aloud.

Chief Dunn stated he would review the document for the appropriate “shall’s” and “should’s”

### **Old Business:**

Chief Kytte of Madison announced his department has received and has placed in service their thirty-two new Scott air packs and bottles. So far, everything is going well. Chief Kytte also announced their department recently had their annual elections and all the officers remained the same.

### **New Business:**

Chief Dunn of Old Saybrook announced Old Saybrook will be running a Firefighter I course starting in February.

Deputy Chief Manware of Clinton announced Clinton will be running a Firefighter II course after Old Saybrook’s Firefighter I course in late spring early summer 2014

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### **Interest to the Organization:**

Deputy Chief Manware announced Past Chief Scott Andrews is unfortunately dealing with a serious health concern. Deputy Chief Manware announced Clinton FD will be having a benefit dinner on November 16, 2013 at the Clinton firehouse between 5:00 pm and 8:00 pm.

Chief Dunn of Old Saybrook made a motion for the Valley Shore Mutual Aid Association to make a donation to Scott Andrews similar to past donations. Chief Jenkins seconded the motioned. The motion was unanimously approved.

Chief Jenkins of Westbrook announced their new ladder truck has been ordered and was looking to see if anyone was interested in their existing ladder truck.

Chief Dunn of Old Saybrook announced his department has opened bidding for a new engine to replace the existing Engine 2 that is thirty years old.

Chief Herrschaft of Guilford announced his department has contracted with Four Guys for two new tankers with each holding 3,500 gallons of water and having 1,500 gpm pumps.

The Secretary discussed the hazard communications requirements and training requirements that are required by December 1<sup>st</sup>.

President Fazzino announced the Heavy Lift class in Guilford went very well and inquired with the attendees if anyone had interest in having Captain Morris conduct his Forcible Entry class. The cost is not known at this time.

Chief Herrschaft announced he would contact Captain Morris on the cost and see what his schedule is for next year.

All the attendees thought the course was definitely worth looking into.

MMS to at 20:45 hours (Manware/Bauer).

Respectfully Submitted,

*Steve Biasi*

Steve Biasi  
Secretary/Treasurer

Next meeting is tentatively scheduled for Monday, November 25, 2013 in Deep River at 7:30pm.