

Cromwell Fire District

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FIRE DISTRICT OFFICE
WATER DIVISION

FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE

BOARD OF COMMISSIONERS

Safety/Building Committee

Thursday, January 10, 2019

5:30 PM

1 West Street
Cromwell, CT

Present: Commissioners Robert Donohue (Chairman), Roger Rukowicz and Jason Hinners. Also Fire Chief Michael Terenzio, Executive Director Julius Neto, Operations Director S. William Jarzavek, Dispatch Supervisor Justin Lonergan and Russ Johnson.

- I. Call to Order. The meeting was called to order at 5:30 PM. There was a moment of silence for Commissioner Terry's daughter who underwent surgery.
- II. Approval of Agenda. A motion was made by Commissioner Rukowicz, seconded by Mr. Jarzavek and unanimously approved to accept the agenda as submitted.
- III. Public Comment. There were no public comments to report.
- IV. Old Business
 - A. Update All Open (Pending) Items for Repairs or Replacement. Chairman Donohue went back to the minutes of January 11, 2018. He skimmed through some of the items that needed to be addressed in terms of maintenance for the Water Garage and the three firehouses. Chairman Donohue stated that since there has been a change in the Executive Director position, there were certain items that had been earmarked for Spring repair to be followed up by the Executive Director. The Spring repair as noted was scheduled for Spring of 2018. Mr. Alvarado was also going to follow up on some of the items.

Most of the Water Garage items have remained the same. Chairman Donohue did meet with Mr. Palmieri, and they discussed a set of stairs in the mezzanine for tire storage. He asked if a quote was obtained for that. Mr. Jarzavek replied that he had money in the budget for it under Capital. He had been doing that for two budgets. The money is in place. It is just a matter of getting it done. They plan on taking the tires and putting them on the bay side. They want to install a door big enough so that they can use a fork lift with pallets to get items up in that area. The floor is rated for storage. Chairman Donohue mentioned the door jams and how the paint is starting to peel off. There were also signs of corrosion. Commissioner Donohue also obtained a quote from Sebastian D'amiata to repair three lower door jams. He suggested that all that work be done at the same time. Quotes have already been obtained. The Chairman added that there was a paddle fan in that mix.

Commissioner Rukowicz added that some of the items on the lists were already taken care of by Russ Johnson. He added that a heater was coming for the West Street bay. Cromwell Energy has dropped off the units. Mr. Neto did not have a completion date. Money has been approved, it is just a matter of execution. Mr. Johnson did not have a date of completion for the heaters at West St. Cromwell Energy needed to check with Eversource to make sure there is enough gas to be used. The gas meter may have to be replaced. Mr. Johnson will follow up. They have delivered the units, and they are in the bay. Mr. Johnson added that they may have to change the security camera behind Ladder 3 because of where Cromwell Energy wants to mount the heater.

Commissioner Rukowicz asked about a light installed in the back of the Court St. firehouse. The Chief stated they did receive quotes but they need to choose which one and go from there. Commissioner Rukowicz suggested looking into grants from Eversource. The Chief had done that, but Eversource is not doing that anymore. Commissioner Rukowicz asked about the possibility of a solar light. There was a discussion on rebates for these types of items. Mr. Johnson noted that contractors need to be paid the full price of items, and any rebate paperwork or claims need to be done by the customer (the District).

The Chairman referred to the handout that he provided at this meeting. Specifically, he began with photograph #6 which showed a hole in the wall where there used to be what looked like a key pad. This was right outside the bunk room at Court St. They will be getting a plate to cover the hole. The next photograph was a picture of the left top corner of the left bay. The cement work is pulling away from the brick work. Mr. Johnson added that Mr. D'amiata had noticed it when he was at the firehouse. However, there is no documentation of what his thoughts or recommendations were. They suggested some caulk or sealant to repair it.

In referring to photograph #8, there was discussion about the condition of the flag. The Chairman has already replaced it.

The Chairman noted that the Committee is aware of the work that has to be done. The various items will be reviewed, and follow up needs to be done.

Regarding photograph #5, Mr. Johnson noted that he has obtained quotes for the door jams. The photo is a picture of the back door at Court St. A quote was received from Mr. D'amiata. The Chair asked how some of these items can be taken care of. How do they find out if there is funding for the repairs and how to begin to process of repairing. Mr. Neto suggested that the Committee prioritize the projects and determine the financial impact. Once that is determined, they need to figure out where they will get the funds. Mr. Neto stated that in looking at the list of items at all three firehouses, there is nothing under \$1,000. He added that some of the line items are already over budget. In the budget cycle some items have already been identified as not attached to any project. It is identified as Building/Grounds programs. There is \$26,000 or \$28,000 that can be reallocated for priority projects. The Chairman asked for guidance from Mr. Johnson in setting priorities. Mr. Neto asked who would be doing the prioritizing of items, and the Chair noted that the Committee would be.

Locking mechanism on the door of the tower side of Court St. Sometimes it works and sometimes it doesn't. This was identified as the ADA door, but it was noted that the front door has the same issue. This issue should be addressed through Mr. Alvarado and

Manchester Safe & Lock. Mr. Neto added that the same issues are occurring at West St. It was agreed that the present system is key pads, it is old technology and is failing rapidly. A lot of energy is being spent to keep it going. They become inconsistent security failures. He believes the Committee needs to wrestle with a master plan of security for all facilities including the system that we presently have. There has been some money spent every time we are getting the system repaired. But they seem to just be short-term solutions. The Committee wondered what the options would be to revamp the system. Mr. Neto has instructed Mr. Alvarado to look into vendors that can provide long term solutions. What are the systems that are available to improve? What are the costs associated with the solutions. It also needs to be tied into security. The security camera system is antiquated. It is all in the same category between security cameras, doors, building access. Mr. Jarzavek added the telephone system should also be tied into this category which would include the water garage. Mr. Lonergan added that all the systems are different. There are separate systems for cameras, four. There is a separate system for alarm monitoring and another one for phones. There are systems out there that are system wide, covering phones, cameras, alarms, etc. Mr. Neto added that he has begun the process of investigating systems with Mr. Alvarado. He also asked if the Chief would be willing to assist with his knowledge as well as Mr. Lonergan although his time is limited in terms of his work schedule with the District. As the budget cycle is about to begin, it may be necessary to expedite. Mr. Lonergan thought that as Step 1, a third party vendor should do a complete security analysis.

Mr. Neto noted that he met with H.D. Segur today who is the Casual Property insurance carrier for the District. They provide services such as assessments free of charge. Security is one of the areas that they provide assessments for. The Chief noted that Deputy Chief Salonia was trying to do something with the current system which involved cards that would allow access into the buildings and would populate an accountability if the staff were out on a call. This would be using the existing system. Mr. Neto noted they will get the ball rolling hopefully with some progress within the next couple of months. No one really knows what type of expense it will be, but they need to start somewhere.

The Chair asked Mr. Johnson about the importance of a moisture removal system. There was a quote for all three firehouses. Mr. Johnson clarified this as air compressors. The cost would be approximately \$3,000. A lot of money has been spent on repairing tools for Chris Logan that have been ruined by water. The water is getting into the apparatus when they are hooked up. Without having the money budgeted, the Chief has been instructing the company officers and the career staff at Court Street to periodically on a more frequent basis to drain those tanks. In addition to draining the tanks, Commissioner Hinnery added that at the end of the risers, there are plugs and valves. It does not look like those plugs have ever been removed. He suggested that career staff on a weekly or biweekly basis go around with a milk jug and a wrench to make sure the inside of the black pipe is clean. Chairman Donohue noted that this is something that is not budgeted now, but Mr. Johnson added that it is roughly \$1,000 for each compressor. That includes a water separator track and tank timer drain valve. A representative from Midstate compressor came out and spoke to Mr. Logan and Mr. Johnson. When they explained this issue, this was their recommendation. Commissioner Hinnery explained how the compressor process should work. To solve the problem with the air tools, the tools need to be protected in addition to adding the maintenance component of draining the tank and the overhead lines. The Coles Road Firehouse is a high consumption of air because of Mr. Logan using air and his tools every day. If the goal is to prioritize money, the focus

should be on Coles Road. If successful it can be applied to the other two firehouses. It was agreed to move forward with this. Mr. Johnson was instructed to obtain a new quote from Midstate. Commissioner Hinnners asked the Chief to add a weekly manual draining of the three systems. Commissioner Hinnners will be meeting with Mr. Johnson to identify what should be drained.

Chairman Donohue wanted to discuss the heat zone at Court Street. He has seen a window open in the bunk room at Court St. at night because it is too hot. He thought it was on the same zone as the kitchen. He asked if there was a thermostat problem. The Chief agreed that there is an imbalance. The Chair wanted to know if there was an easy fix. Commissioner Hinnners noted that the first step towards a fix is to identify the problem. The zoning needs to be identified by whoever has the contract to make sure they are working properly. Mr. Johnson explained that every room at Court St. except the kitchen, the bathrooms and small kitchen off of Dispatch has their own thermostat. Some thermostats Mr. Johnson controls from the computer to a certain temperature such as the lobby or pool room. The issue with the bunk room is that the heating pipes run up the stair wall. If you take a heat gun and run it up that wall, as soon as you hit the heating pipe, it shoots up. He does not know if there is insulation in there. He thinks that is the same situation as the bunk room. Mr. Johnson explained how the system should work. SNE Building Systems comes twice a year and uses a computer to test everything. They tell Mr. Johnson that everything is working the way it should. Mr. Johnson did not know why there is no thermostat in the kitchen. Commissioner Hinnners thought it was called perimeter heat. That means there is base board heat and the heat in the room is controlled by separate equipment. There was a discussion on the Court Street system. It was decided to have SNE Building check the perimeter heating in the kitchen area. Commissioner Hinnners will also look at the blueprints. The Chairman also asked that the exhaust fans in the restrooms be checked to make sure they are working. One of the career firefighters has reported to the Chairman that the fans are not working.

A motion was made by Commissioner Hinnners, seconded by Commissioner Rukowicz and unanimously approved to accept Old Business as presented.

V. New Business

A. Communication Center Humidity, Possible Solution. There was a quote from Trane for \$6,573. Mr. Lonergan reported that for as long as he has been working there, it has always had some type of humidity issue. In the summer it reaches up to 90% humidity. In the winter it goes as low as 12%. Comfortable humidity levels should be between 40% and 60% for healthy living. With the lower humidity there is the possibility of creating static electricity which can fry equipment. The solution here addresses the lower humidity in the winter but does not address the high humidity in the summer. A humidifier was purchased for the winter which does not keep up and a dehumidifier was purchased for the summer which is being emptied three times a day. Mr. Lonergan called Mr. Jenkins from Trane and asked what his opinion would be. A representative from SNE thought it was an undersized coil. It is probably oversized and is not running long enough because it is cooling down the room too quick in order to dehumidify it. He suggested putting in some humidistats to change the control system out to reprogram the control system to look at the humidity level. Currently it does not look at the humidity level. He does not know the cost. They had come out before and adjusted the compressor outside. It did help. Mr. Johnson stated this would need to involve SNE and Trane to evaluate. Commissioner Hinnners

thought it was more of a controls and software issue. Mr. Lonergan stated that they did have a representative from SNE come out who stated that he had done everything that he could do to better the environment in the room. Mr. Lonergan should be getting the quote within the next day or two. Mr. Neto stated that this should be a priority as the list the Committee is working with is a year old.

A motion was made by Commissioner Hinnners, seconded by Mr. Jarzavek and unanimously approved to obtain a quote from Trane not to exceed \$10,000 for the dehumidification control.

- B. Evaluation and Discussion the Addition of a Member to the Committee from the Communication Center Staff. Mr. Neto reported they had their monthly meeting with the staff. One of the discussion points was this meeting. There was discussion of having one of the members of the communication team being a part of this Committee. The Safety component is also a part of this Committee. Mr. Lonergan and Mr. Neto thought it was a good next step, and asked the Committee for their thoughts. Mr. Neto suggested that Mr. Lonergan and the Union President decide who would represent the Communication Center on this Committee. There is also a suggestion by OSHA that a member of the Communication Center be a part of this Committee. Mr. Lonergan thought that it would be more beneficial if another member of the union body be a part of this Committee rather than the Supervisor since his schedule is limited.

A motion was made by Commissioner Hinnners, seconded by Commissioner Rukowicz and unanimously approved to appoint a member of the Communications staff to be a member of the Safety/Building Committee for all future meetings.

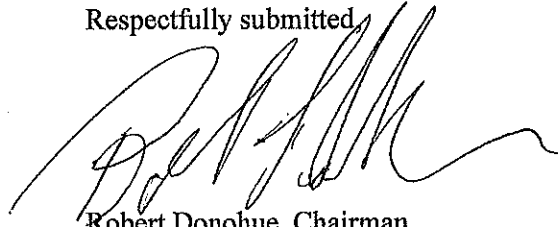
- C. Discussion on Security Systems, Present and Future Needs. Mr. Neto has received enough direction from the Committee to move forward unless there are new thoughts. Mr. Lonergan would like to see the Dispatch Center get more involved with the Water side. They already monitor the alarm systems, which is more for recording purposes but it is a high threat level when it comes to security.

Mr. Johnson asked to go back to the photographs distributed at the beginning of the meeting referring to the picture of the garage doors at Court St. Regarding the rubber weather stripping, Mr. Johnson received a quote for repair of \$411.32. It was determined that only two doors need to have the rubber replaced. That quote was from last February. Since the quote, a third door was also identified. It was thought that perhaps another \$200 would be needed to repair a third door. Mr. Johnson was instructed to get them fixed.

The top photo showed a compound that was put over the original foundation. When the driveway was redone at Court St., the ground level was almost as high as the brick. When grating was finished, it looked like a foundation when the forms were pulled off. Chief Colligan wanted it to look nice at the time so Mr. Johnson purchased some compound that could be applied. It is not a structural issue, but rather cosmetic. This will be addressed again as Spring comes. He will also address page 2, item 6. The Committee will give Mr. Neto a prioritized list to be addressed by division heads.

- VI. Adjournment. A motion was made by Commissioner Hinnners, seconded by Commissioner Rukowicz and unanimously approved to adjourn the meeting at 6:51 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bob Donohue", written in a cursive style.

Robert Donohue, Chairman

Nancy Deegan
Recording Secretary
2-18-18