Town of Bozrah
Public Safety Advisory Committee

The Town of Bozrah Public Safety Advisory Committee held a meeting on Tuesday September 11, 2018 at 7:00 P.M. at the Maples Farm Park Homestead.

MINUTES

1) **Call To Order:** Meeting called to order by Chairman Lang at 7:04 P.M.

2) **Attendance:** Lang, Lathrop, Lewitz, Sholes, Macfadyen, Potter, Driscoll, Lavallee, Zickwolf and Ballinger **Absent:** Tarasevich. **Public:** Sandra Nordgren, Herb Nordgren, Jay Carson, Joe Murray, Ray Barber, Katrina Zickwolf, Seymour Adelman, Andrea Adelman, Mike Smith

3) **Review and approve minutes of August 23, 2018:** Motion: Potter/Seconded: Lathrop

   APPROVED

   ABSTENTION: Lavallee

4) **Discuss public comment(s) for future minutes re: Roberts Rules of Order:** Chairman Lang led a discussion on Roberts Rules of Order in that we would no longer record (in writing) comments made by the public due to time use in having to “correct” commentary and such. That the utterances of those public comments would be available on the town website via the audio recordings of the proceeding of each meeting. Member Potter reaffirmed that fact with the committee and those in attendance.

5) **Formulate set of standard questions for the Ad Hoc sub-committee to inquire of other towns:** Chairman Lang presented a prepared document entitled **Public Safety Advisory Committee: Questions For Volunteer Fire Departments Draft 09/11/2018 (EXHIBIT 09/11- “A”)** and led a discussion of same. Member Potter submitted another possible version entitled **Town of Bozrah Public Safety Advisory Committee Questionnaire (EXHIBIT 09/11-“B”)** and offered commentary for the Ad Hoc Committee to consider while formulating the final Draft to be approved by Committee at large before implementation by the Ad Hoc/Sub-Committee.
6) **Presentation-Sandra Nordgren-Ambulance Billing Coordinator-Bozrah Volunteer Fire Department:** A 15 minute presentation was given describing the billing of emergency medical/ambulance calls and the eventual distribution of the generated income. Run sheets and accompanying paperwork copies were distributed to the committee and will additionally be sent to members, attached to the minutes, to ensure that all members receive the same information. See attached EXHIBIT 09/11- “C” (9 Pages).

7) **Other discussion as required:** BVFD Chief Sholes distributed BVFD MEMBER QUALIFICATION LOG EXHIBIT 09/11 “D” and BVFD APPARATUS DRIVER QUALIFICATION LOG EXHIBIT 09/11 “E” (attached) per earlier request of the committee.

Member Potter offered that simultaneous response with American Ambulance could be instituted now as an immediate “band aid”.

Member Lewitz offered that an American Ambulance presentation should be a future agenda item.

8) **Public Comment(s):**
   1) Joe Murray 159 Fitchville Road
   2) Andrea Adelman Bozrah Street
   3) Ray Barber 25 Goshen Road
   4) Katrina Zickwolf Lake Road
   5) Herb Nordgren Rosemarie Lane

9) **Adjourn:** **Motion:** Lewitz/Seconded: Potter meeting adjourned 8:26 P.M.

Respectfully Submitted,

Glenn S. Pianka
PUBLIC SAFETY ADVISORY COMMITTEE:
QUESTIONS FOR VOLUNTEER FIRE DEPARTMENTS
DRAFT 9/11/2018

Towns
Franklin
Canterbury
Scotland
Voluntown
Gardner Lake FD
Hebron
Ashford
Lisbon?
Baltic and/or other FD in Sprague?

1) How large is your department? How many volunteers are trained in basic life support? advanced life support?

1) Do you currently cover both fire and ambulance service?
   • If yes, do you have your own ambulance?
   • How many of your members trained to provide both basic life support and advanced life support?
   • What are the most difficult times of the day and/or week to get volunteers for fires and medical emergencies?
   • What would you say are the pros and cons of running both fire and ambulance service with volunteers?

2) If you contract out your ambulance service only:
   • Do you have a paid contract with an ambulance service? Which one?
   • Do you keep your own ambulance, or is this supplied by the contractor? If contractor supplied, what did you do with the old ambulance, if you had one?
   • Does the ambulance service provide extrication (Jaws of Life) in cases of automobile accidents, or is that supplied by the VFD?
   • Are there any other areas in which the ambulance service still relies on local volunteers?
   • Does the ambulance service respond to medical alert alarms, or is that still left to the VFD?
   • Does the service supply in-town staff member(s) on duty, or does the service relay calls to the nearest available ambulance crew in their system?
   • What is the BLS response time of this service? The ALS response time?
• What are the pros and cons of this service? Does the VFD think it is worth it?
• Has having an ambulance service affected VFD morale? Did you lose any volunteers?
• What is the annual cost of this service?
• If you formerly had your own ambulance service, did you experience any loss of revenue by contracting out to a service, and if so, how has it affected your finances?

3) Do you have any part-time paid personnel in your department? If yes:
• How did you decide to make this move?
• How many personnel? What hours do they work?
• How is workman’s compensation handled?
• How is the salary funded, and what is the annual cost?
• Are the part-timers certified in both fire and EMT?
• How has having paid personnel affected the volunteers’ morale? Is there any friction? Have you lost volunteers?

ADDITIONAL QUESTIONS TO BE ADDED?

SEPARATE QUESTIONS FOR MAYORS/ FIRST SELECTMEN?
**Town of Bozrah**  
**Public Safety Advisory Committee Questionnaire**

<table>
<thead>
<tr>
<th>Town:</th>
<th>Chief Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population:</td>
<td>Town CEO Name:</td>
</tr>
<tr>
<td>Do you employ paid staff?</td>
<td>If yes, # hours/week:</td>
</tr>
<tr>
<td>If yes, during what days/hours?</td>
<td></td>
</tr>
<tr>
<td>Do you utilize automatic mutual aid for ambulance calls?</td>
<td>If yes, mutual aid provider:</td>
</tr>
<tr>
<td>If yes, during what hours/days?</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Calendar Year 2017</th>
<th>2018 (Jan 1-June 30)</th>
</tr>
</thead>
<tbody>
<tr>
<td># Volunteer Firefighters</td>
<td></td>
</tr>
<tr>
<td># Volunteer EMT's</td>
<td></td>
</tr>
<tr>
<td># Volunteer Firefighter/EMT's</td>
<td></td>
</tr>
<tr>
<td># Support Staff</td>
<td></td>
</tr>
<tr>
<td># Fire Calls</td>
<td></td>
</tr>
<tr>
<td># EMS Calls (excluding MVA's)</td>
<td></td>
</tr>
<tr>
<td># MVA's Requiring Extrication</td>
<td></td>
</tr>
<tr>
<td>Total # Emergency Calls</td>
<td></td>
</tr>
<tr>
<td># Times mutual Aid Ambulance Transported (where your ambulance did not get out.)</td>
<td></td>
</tr>
<tr>
<td># Qualified Drivers (Engine, Tanker, Ladder)</td>
<td></td>
</tr>
<tr>
<td>Property Tax Abatement</td>
<td></td>
</tr>
<tr>
<td>Pay Per Call (Ambulance)</td>
<td></td>
</tr>
<tr>
<td>Pension Program</td>
<td></td>
</tr>
<tr>
<td># New Members</td>
<td></td>
</tr>
<tr>
<td>Volunteer Fire/EMS Recruitment Methods Utilized</td>
<td></td>
</tr>
</tbody>
</table>