

City of Shelton Fire Department
Board of Fire Commissioners
Minutes of Regular Meeting
Tuesday, January 2, 2007

Commissioners Present

Robert J. Araujo, Chairman
David Sekelsky
Merle Chase
Justin Sabatino
Bruce Kosowsky

Also Present

Chief John Millo
Captain Nick Verdicchio
Fran Jones, Training Coordinator
Wayne Travers
Paul Hayes

Chairman Araujo called the Regular Meeting of the Board of Fire Commissioners to order at 7:35 P.M. All those present rose for the pledge of allegiance.

Public Participation

Chairman Araujo asked if there was anyone wishing to speak at this time – no public participation.

Approval of Minutes

MOTION made by Commissioner Sekelsky to approve the minutes of December 5, 2006 Regular Meeting and December 12, 2006 Special Meeting as printed and distributed. Seconded by Commissioner Sabatino and approved unanimously.

Communications

Chairman Araujo reviewed the following communications with the Board:

- Letter of Resignation from Steve Hoffmann of Co.#4
- Letter of Resignation from Nicholas Orrino of Co.#4
- Letter of Resignation from Michael Plavcan of Co.#4
- Hydrant Request for Access Road

Communications (continued)

- Public Health and Safety Committee Agenda for January 3, 2007
- Letter from Superintendent James Brown, re: Hosebed Floor Modifications
- Letter from Louis Marusic, re: 2007'-2008 Budget
- Communications from the Board of Aldermen approving the installation of backflow preventers at Echo Hose and Huntington Firehouses.
- Indemnification Agreement – Fairfield Fire School
- Letter from the Mayor, re: Policies

Reports**Fire Chief John V. Millo**

Chief Millo wanted to discuss the hosebed floor medications. He wanted the Board to understand what took place. This was not the first time we have had a problem with Engine 2, this is the third time that this truck had to be repaired. They came down to make the repair and the superintendent of apparatus was told that this was all set. Chief Millo contacted the tank manufacturer and spoke to the general manager about the vendor coming down here to take care of business and the manager said that there had been a flaw in the way that it was put together, so Chief Millo asked him, well what about the other three trucks, and the man said what about the other three trucks, that was supposed to have been taken care of. The superintendent of apparatus called Firematic and that is why this is taking place, it had slipped their mind.

Chief Millo has received a few complaints on Opti-Com which he will take care of. There were a few minor injuries at a fire which is being turned over to the Safety Committee to take a look at, and the fire reports were not available to him at the time he typed his report, so he will include them with his next report.

Chairman Araujo stated to Chief Millo that the Board would like to do job reviews at next months meeting, and asked the Chief to take care of his folks.

A report was submitted from Superintendent of Apparatus James Brown for the month of December 2006.

Fire Marshal James Tortora – No Report

Reports (continued)

Training Coordinator Francis Jones

Chairman Araujo stated that the Board received a copy of the Training Coordinator's Report for December 2006, along with a Respiratory Protection Policy which will be added to the agenda.

Quartermaster Jack Brand Jr. – submitted a report for December 2006 along with a Hose Testing Bid which will be added to the agenda for discussion.

Commissioner Sekelsky – No Report

Commissioner Chase – No Report

Commissioner Sabatino – No Report

Commissioner Kosowsky

Commissioner Kosowsky advised the Board that he attended the Public Health and Safety Meeting and distributed the draft report on the communications and asked that they go through it and if they have any questions, they will put it in writing and refer it to their secretary.

Commissioner Araujo- Chairman's Report – No Report

Additions to the Agenda

MOTION made by Commissioner Sekelsky to add to the agenda under NEW BUSINESS Items #4 – Hydrant Request – Access Road, #5 – Hose Bed Floor Modifications, #6 – Respiratory Protection Policy, #7 – Hose Testing Bid. Seconded by Commissioner Sabatino and approved unanimously.

MOTION made by Commissioner Kosowsky to move to Item #7 Pension Committee under Old Business. Seconded by Commissioner Sekelsky and approved unanimously.

Old Business**G7 – Pension Committee**

There was a lengthy discussion on the pension plan. Mr. Travers and Mr. Hayes spoke about several different packages, one in particular that they thought would be the best for those involved in the program which is \$15.00 for all years of service after plan inception. The cost of this VFIS program would be approximately \$125,000. The Committee would like to meet back with the Board around March or April after the budget has been completed for 2007-2008 to see what the options are for the plan.

MOTION made by Commissioner Sekelsky to go back to the regular agenda. Seconded by Commissioner Chase and approved unanimously.

G1 – DEP/Mutual Aid Agreement

Commissioner Sekelsky spoke with John Asido yesterday, the Director of the DEP has the agreement and was supposed to try and get it to the Board for today, but that did not happen.

G2 – Inventory List

Commissioner Kosowsky stated that he handed his in, he also handed in his electrical equipment list for Monaco Electric. Commissioner Sabatino stated that he has received a quote from Monaco for additional electrical work to be done, at a cost of approximately \$9000.00. All companies are to turn in a list of additional electrical equipment in for the Boards next meeting.

G3 – Fire Marshals Office

A letter was received from the Fire Marshal in response to the Boards memo requesting information on the Fire Marshals Office, including who changed the hours in the office since there is never anyone in there. This will be discussed at a later date when the Board can sit down and review the staffing, budget, reports etc.

G4 – Fire School Insurance -

Chairman Araujo stated that this item has been done.

Old Business (Continued)**G5 – Budget 2007-2008**

Commissioner Kosowsky would like to create a clothing maintenance line item for washers and dryers, and laundering or repairs of turnout gear. There was also a discussion on combining the field equipment, emergency lights and hose and other account into one account rather than the three separate accounts.

Changing of the ordinance for part-time stipend paid employees was also brought up, that now would be the time to have it amended to include pay raises for stipend positions with the new budget coming up.

MOTION made by Commissioner Sekelsky to table until such time a work session is necessary. Seconded by Commissioner Chase and approved unanimously.

G6 – Job Descriptions

Commissioner Sekelsky asked if there has been any information back from the Mayor, on whether he was for or against the job description. Commissioner Chase stated no.

MOTION made by Commissioner Kosowsky to go forward with the testing process for the Fire Chief and Deputy Chief, to move forward and come up with a process. Seconded by Commissioner Sekelsky.

There was discussion. Chairman Araujo stated that there was a process. Commissioners Sekelsky and Kosowsky stated that, that was thrown out with the job description. The vote was that the process was ended. The Board came up with a new job description which was voted on by the Board and was given to the Mayor. Commissioner Kosowsky stated that the Mayor has not responded and therefore the Board should not have to continue to wait any longer. Two letters have been sent to the Mayor for his input with the job description, and he has also been asked for a meeting to discuss this and still the Board has heard nothing back. The Mayor's representative that was going to meet with both Commissioners Sekelsky and Kosowsky does not want this in public forum and therefore has not scheduled anything with the Commissioners, so the Commissioners have gotten nowhere with either man.

Commissioner Kosowsky rescinded his motion stating that we won't have anybody as Fire Chief in the City of Shelton. Commissioner Sekelsky rescinded his second.

Job Descriptions (continued)

MOTION made by Commissioner Sabatino that the Chairman meet with the Mayor and report to the Board at their next special or regular meeting with his answer. Seconded by Commissioner Chase.

Commissioner Sekelsky wanted to make an amendment to that, that the job description of Fire Chief includes Deputy Chief and Assistant Chiefs. No second to the amendment – amendment dies.

On the original motion made by Commissioner Sabatino, motion passed unanimously.

New Business**H1 – Pager Bids**

There were a total of five bidders on the Minitor V Pagers. Bidders included Northeastern Communications, Utility Communications, First Communications, New England Communications and Industrial Communications. There was a discussion among the Board on what options should be provided with the pagers.

MOTION made by Commissioner Sekelsky that the Board use the low bidder, Industrial Communications, excluding option 1 (the amplifiers) but including options 2, 3 & 4 at a cost of \$447.61 each. Seconded by Commissioner Chase and approved unanimously.

H2 – Repairs to Alarm Truck

MOTION made by Commissioner Sekelsky to repair the alarm truck at CUES at a cost of \$3299.48 and that no longer does anyone outside the fire department use the truck, since it is the fire department who has to repair the truck. Seconded by Commissioner Kosowsky with the recommendation that a letter be sent out with the quote, since it is a single source quote, that this particular vehicle is used by numerous city departments and the fire department is paying to have it fixed. Motion was approved unanimously with Commissioner Kosowsky's recommendation.

H3 – Recruitment

MOTION made by Commissioner Sekelsky to table this item until next month. Seconded by Commissioner Kosowsky and approved unanimously.

New Business (continued)

H4 – Hydrant Request – Access Road

MOTION made by Commissioner Sabatino to approve the Chief's request that no hydrant is needed. Seconded by Commissioner Chase and approved unanimously.

H5 – Hose Bed Floor Modification – already has been taken care of.

H6 – Respiratory Protection Policy

Mission Statement – The goal of the Shelton Fire Department is to provide the highest level of life safety and property conservation to our community through fire education, fire prevention, suppression and rescue services. Our mission is to perform life safety, incident stabilization and property conservation. The all volunteer membership of the Shelton Fire Department is committed to upholding a standard of excellence, by building on a solid foundation of community spirit of dedicated neighbors helping neighbors.

MOTION made by Commissioner Sabatino to accept the mission statement. Seconded by Commissioner Chase. Chairman Araujo would like the motion to be amended to add that the mission statement also be a policy. Commissioner Sabatino added this to the motion and to accept the Respiratory Protection Policy for 2007. The motion was approved unanimously.

H4 – Hose Testing Bid

MOTION made by Commissioner Sabatino to table this item until Commissioner Kosowsky can meet with the Quartermaster. Seconded by Commissioner Chase and approved unanimously.

Executive Session – Homeland Security - none

Remarks/Comments for the Good of the Commission

Commissioner Kosowsky just wanted to make a comment that the electrical work that has been done is very good as far as all the trucks. It was a great idea.

Adjournment

MOTION made by Commissioner Sekelsky to adjourn at 9:02 P.M. Seconded by Commissioner Chase and approved unanimously.

Minutes submitted by Michele Lewis