

**CITY OF SHELTON**  
**FIRE DEPARTMENT**  
**Board of Fire Commissioners**

**AGENDA**

Meeting

Tuesday, March 3, 2009

Shelton City Hall

Room 204

7:30 P.M.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. PUBLIC PARTICIPATION

D. APPROVAL OF MINUTES

1. Minutes of Special Meeting February 17, 2009

E. COMMUNICATIONS

F. REPORTS:

1. Fire Chiefs Report Francis Jones
2. Fire Marshal James Tortora
3. Training Coordinator – Tim Hongo
4. Quartermaster Report – Marc Connolly

5. Commissioner Sonsini
6. Commissioner Connolly
7. Commissioner Field
8. Commissioner Kosowsky
9. Commissioner Michael Maglione - Chairman

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## G. OLD BUSINESS

1. Discussion on Posting of Job Applications for:
  - Deputy Chiefs
  - Training Coordinator
  - Company Training Assistant
  - Recruitment & Retention Officer
2. Assistant Chiefs Job Description – All Positions - Co. and Dept.
3. Administrative Associate Job Description
4. VFIS Benefits Division
5. Purchase Orders

## H. NEW BUSINESS

1. Executive session with Quarter Master
2. Develop Policy for Special Requirements in Job Descriptions
3. Purchase of Two (2) sets of Turnout Gear – Damaged in Tanker Accident
4. Reorganization of the Shelton Fire Dept. Organizational/Command Structure
5. Training Request

6. Reimburse Food Officers Counsel

7. Review of 2010 Budget

I. EXECUTIVE SESSION

J. ADJOURNMENT