Call to Order / Pledge of Allegiance

Chairman McGorty called the meeting to order at 7:00PM. She led those assembled in the Pledge of Allegiance

Roll Call
Alderman McGorty, Chairman
Alderman Finn
Alderman Capra

Also Present
Sgt. Mark Siglinger, Shelton Police Department
Mike Maglione, Director of Office of Emergency Management
Captain Joe Clarke, Echo Hose Fire Department

Public Portion
No one from the public was present.

CORRESPONDENCE
No correspondence.

Agenda items
1. APPROVAL OF MINUTES
1.1 REGULAR MEETING – NOVEMBER 2, 2016
Alderman Finn moved to waive the reading and approve the minutes of the Public Health & Safety Meeting of December 7, 2016. Alderman Capra seconded the motion.

No discussion.

Vote:
All were in favor.
2. **NEW BUSINESS**

2.1 **ECHO HOSE FIRE HOUSE REPAIR ISSUES**

Alderman Capra noted for the record that Jack Bashar and Joe Ballaro never responded to his invitation to attend the meeting. Alderman Capra would like something in writing to both of them. Jack Bashar wants all issues directed to him. He was copied on the e-mail. He was invited. He has not followed up or responded to the invitation. Fran Jones didn’t respond to the e-mail either.

Has Joe Ballaro visited the facility and what is his opinion about the safety of the building?

Alderman Capra finds it blatantly disrespectful that the invitations weren’t responded to. Further, it is disrespectful to the City of Shelton and the Board of Aldermen and to Echo Hose Fire Company.

Alderman Capra visited Echo Hose and responded to what he saw in the building. We are here tonight for an update.

- This has been a problem for at least 10 years.
- Szeker Engineering, who had previously done the last two floor investigations, will come out and look at the floor again.
- Some things should have been done eight years ago.
  - Cracks need to be sealed
  - Drains need to be cleaned regularly
  - Half the drains don’t work.
- The heaviest of the apparatus, Tower 7, has been removed and only certain apparatus are allowed on the floor.
- There’s a morale issue because the trucks aren’t in the station and it’s an inconvenience.
- The request for fans for the bays and a new motor for the air compressor are on order.
- The gas odor issue has been submitted to the City.
- A request for new chairs has been submitted to the City through Fran Jones.
- The station paging system bid hasn’t been awarded yet.
- The bunk bed mattresses need replacing. They are looking for a grant.
- Nothing has been heard back about the handrail. It’s been broken a long time.

3. **OLD BUSINESS – STATUS UPDATE**

3.1 **INTERSECTION OF MOHEGAN ROAD AND FAWN MEADOW LANE SIGHT LINE ISSUE**

- Five or six trees were taken down.
- There’s a 100% improvement.
- The signage has been improved.
• We will get the hill sliced down as much as possible.

4. **STATUS UPDATES FROM POLICE DEPARTMENT**  
   4.1 A. NO ITEMS

5. **REPORTS OF THE EMERGENCY SERVICES**  
   A. **POLICE SERVICES**  
      East Village Road accidents:  
      The police department will check the number of accidents and the signage.

B. **EMERGENCY MEDICAL SERVICES**

C. **FIRE SERVICES**  
   • Tower 7 is out of Echo Hose and moved to Canal Street.  
   • The Aldermen should meet with the captains, commissioners, and Mike Maglione and the president in Huntington.  
   • What will the number of remaining violations be when the sprinkler system at the high school is finally fixed?  
   • Schools are inspected on a yearly basis. Where there additional fire code violation? Have they been corrected?

D. **FIRE MARSHAL**

E. **OFFICE OF EMERGENCY MANAGEMENT**

**ADJOURNMENT**  
Alderman Finn made a motion to adjourn the meeting at 7:50PM. Chairman Capra seconded the motion.

No discussion.

Vote:  
All were in favor.

*Respectfully submitted by K. Anglack, clerk*
5. REPORTS OF THE EMERGENCY SERVICES

A. POLICE SERVICES
# 2016 November Infraction Report

## INFRACTIONS

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Charge</th>
<th>Speed</th>
<th>Fine</th>
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<tbody>
<tr>
<td>11/4/2016</td>
<td>Wooster St</td>
<td>Possession of less than one-half ounce cannabis-type substance (1st offense)</td>
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<td>$150.00</td>
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<td>11/18/2016</td>
<td>Martinka Dr/Margaret Dr</td>
<td>Possession of less than one-half ounce cannabis-type substance (1st offense)</td>
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<td>$150.00</td>
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<tr>
<td>11/24/2016</td>
<td>Bridgeport Ave</td>
<td>Following to close</td>
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<td>$132.00</td>
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<tr>
<td>11/14/2016</td>
<td>Lane St</td>
<td>Creating a Public Disturbance/Improper display of registration number or plate</td>
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<td>$195.00</td>
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<td>11/29/2016</td>
<td>Bridgeport Ave</td>
<td>Failure to carry Insurance ID/Failure to Maintain Proper Lane</td>
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<td>$249.00</td>
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<td>Creating a Public Disturbance</td>
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<tr>
<td>11/10/2016</td>
<td>Petremont Ln/River Rd</td>
<td>Distracted Driving</td>
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<td>Leavenwoth Rd</td>
<td>Possession of less than one-half ounce cannabis-type substance (1st offense)/illegible or Improper Display of Number Plate</td>
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<td>11/2/2016</td>
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<td>Failure to Obey Stop Sign</td>
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## MISDEMEANORS

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<tr>
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<tbody>
<tr>
<td>11/21/2016</td>
<td>River Rd</td>
<td>Driving under the influence</td>
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<td>11/4/2016</td>
<td>Howe Ave/White St</td>
<td>Driving under the influence</td>
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<tr>
<td>Date</td>
<td>Location</td>
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<tr>
<td>11/29/2016</td>
<td>Shelton Rd</td>
<td>Misuse of Plates/No Insurance/Operating while Registration of License is Ref/Susp/Rev</td>
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<td>11/22/2016</td>
<td>Sunwood Dr/Nells Rock Rd</td>
<td>No Insurance/Failure to Renew Registration</td>
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<td>11/21/2016</td>
<td>Myrtle St/Coram Ave</td>
<td>Unsufficient Insurance/Failure to Obey Stop Sign/Misuse of Plates/Failure to Renew Registration</td>
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**Infractions:** 18  
**Misdemeanors:** 5  

**Infractions - 26**  
**Misdemeanors - 16**
B. EMERGENCY MEDICAL SERVICES
January 2017
EMS Commission Report

Report submitted by: Michael Chaffee, Chief
Echo Hose Ambulance Corps

Snapshot of 2015

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Snapshot of 2016

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New Members in Training

We have 19 members in our Precepting Program. We have received 7 new member applications in the 3 last months. 5 Members were cleared for active duty in the last 2 months.

Training

The EHAC Community Training Center offers State EMT Testing twice a month and is running efficiently. EHAC holds bi-monthly EMT refreshers and an annual Paramedic Refresher that is well attended by our members and other responders from around the region and State. We also continue to offer Community Access CPR/AED training on request. Our list of classes and CME's can be found on our training website. Http://www.echohose.com

Community Access to Narcan program has been going well new dates are pending when the region gets more kits to distribute.

Our Winter EMT class is in progress and the attendance level is high. It is being held Tuesday and Thursday nights.

There are currently 3 members in our Driver Training program. 3 members were cleared for driving in the last month.

Membership

EHAC current active roster: 118
**Vehicles**
One fly car was decommissioned due to an MVC. We are actively seeking a replacement.

**Equipment Update**

All Equipment is in service.

**Operations**

There opiate overdose in our region and in our town continues to be an issue. We continue are work to increase community awareness and access to the lifesaving medicine Narcan.

EHAC crews have responded to several fire rehab requests here in Shelton and mutual aid calls into our neighboring communities.

EHAC on duty crews and First Responders are on hand 24/7/365 with no first calls going to mutual aid services. EHAC’s Paramedics are assisting on calls and mutual aid responses when needed.

**Community Outreach Team**

Our Pictures with Santa Event & The Team Toys for Kids drive in early December was a huge success. Over 100 families participated in Meet Santa. Our crews and staff also helped collect toys at Walmart resulting n a packed ambulance! We also collected the toys from the local business that agreed to put a donation box together for their staff and patrons. We spent 3 days collecting them at over 70 local companies.

2017 CORT Team tentative schedule:
TEAM Men Who Cook (April)
Memorial Day (May)
Relay for Life (June)
CT EMS Expo (June)
Soupstock (June)
Shelton Fireworks (July)
Shelton Day (October)
Run for the Warriors (October)

Special Olympics – Winter Games soon, many of our members are on the safety squads for the games each year. EHAC provides a gator team and staff for logistical support.

Senior Safety Fair TBA
Boys & Girl Scout touch a truck and CPR/First Aid (Ongoing throughout the year)
The Medical Reserve Corps is a statewide program that Echo Hose Ambulance and the Naugatuck Valley Health District has partnered together to establish for this area. The MRC prepares members of our team to help in the time of disaster. The MRC would help staff and coordinate mass dispensing of medications, vaccinations, sheltering and rehabilitation of residents and emergency workers in the Naugatuck Valley. Those members of the community who are interested in joining the MRC can visit www.echohose.com to fill out an application.
REPORT TO THE SHELTON EMS COMMISSION
January 23, 2017

SHELTON: VEMS Responses

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<td>175</td>
<td>192</td>
<td>202</td>
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VEMS: Municipal

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<tr>
<th></th>
<th>Cost</th>
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The VEMS/Derby Lawsuit has been settled and Derby has entered a three-year contract with VEMS.

The $21,324 balance due from the City of Shelton is still outstanding. This amount was billed on July 1st. Payment is due upon receipt. We do understand that the EMS Commission must approve payment before checks can be issued. It is our understanding that payment was approved administratively in three installments. These are not the terms of the invoice and prompt payment is kindly requested.

VEMS: Operations

Staffing levels are optimal and overtime needs are well within acceptable standards.

Vehicles are operational with no issues identified.
C. FIRE SERVICES
Commissioners,

The following is the Shelton Fire Department – Chief’s Report for the month of December. This is a list of completed tasks and a short list of those tasks and projects in progress.

**Apparatus:**

1) Tower 7 remains OOS at KME - Bulldog awaiting ladder testing once maintenance work is completed. Scheduled return first week of 2017.

2) Replacement for Car 3 has been ordered, and has arrived at the dealership, AC Constantino is following the project.

3) On-spot chain maintenance conducted on fire apparatus for Winter weather

4) Regular Preventative Maintenance continues to be conducted by the Fire Apparatus Maintainers

5) Apparatus Spec Committee to begin meeting in January.

6) Ladder 51 is awaiting warranty service to its aerial water tower trolley

7) In addition there has been another safety recall in regard to the KME - Ladders 47 & 51 with an electric component, which will be covered under warranty. The Fire Apparatus maintainers will be scheduling this repair with Bulldog -Kme once the new components become available. In the meantime all Officers and Operators have been made aware of the safety recall and actions of not to short jack the vehicle until repaired.
**Staff Assignments/Projects:**

1) Chief Jones began working on the 2017/2018 operational and capital budget.

2) Chief Jones distributed updated Fire Officer contact lists to department Members, city officials, and mutual aid partners.

3) Chief Jones and Assistant Chief Wilson met to outline the 2017 Training Calendar

4) Chief Jones worked with the Grant’s Administrator Charlene Defillipo in submitting the 2017 FEMA – Firefighter Assistance Grants. We updated and last year’s request and resubmitted it again for diesel exhaust systems to be added to our fire houses.

5) Deputy Chief Hongo continues to work on the departments Medical Monitoring Program. If the bid is approved by the BOFC’s we will be transferring back to Griffin Occupation Healthcare in 2017.

6) Assistant Chief Wilson has been doing at tremendous job with training Numerous drills and training programs are in progress.

7) Assistant Chief Wilson – Conducted a SFD Instructors meeting in December to review the 2017 training outline with the Instructors.

8) Assistant Chief Constantino has been assigned as the liaison between the fire department and vendor in regard to the new vehicle purchases. In addition he has completed spec’s for a replacement Chief’s vehicle.

9) Assistant Chief Constantino continues to work on ensuring all fire companies are completing their monthly SCBA inspections (on-going)

10) Assistant Chief Constantino continues to work with the CT- DOT on improvements to the Traffic Light Pre-emption on Bridgeport Avenue and Shelton Avenue. (on-going)

11) Assistant Chief Verdicchio conducted has been working on our radio communications system. The SFD/SPD is awaiting bids to be sent out by the City for repair, service, install, and purchase of both fixed and subscriber units. We are currently without a bid vendor for these services.

12) Assistant Chief Verdicchio has been looking at an upgraded pager that includes a private line (PL) like our other radio equipment. This will stop the radio skips from Long Island. The new pager being trialed has been working fine.
13) Assistant Chief Verdicchio is preparing to upgrade the firehouse speakers at Huntington and Pine Rock. This project is awaiting a bid vendor to be selected.

14) Assistant Chief Verdicchio is working on scheduling private duty assignments with the FMO’s and Fire Companies as per the Private Duty Fire Watch Policy. (on-going)

15) Assistant Chief Wheeler – Has completed a year of service, and has been doing a tremendous job. He has been very active in both operational and administrative duties.

**Fire Department Technology**

1) All Chief Officer laptops have been upgraded
2) Continued improvements to Spotted Dog (on-going)
3) Improvement to CAD, now auto generates text for all SFD incidents
4) Tablets project progressing
5) New desktop operating systems installed in Fire Administration Office Computers
6) New Salamander ID tag system/printer in full operation
7) FDIT Lawrence is streamlining department data for more timely and accurate record keeping
8) Improvements to firehouse software reporting, added training module for data collection on drills to begin in 2017

**Training:**

1) Firefighter Orientation Program - on-going
2) Firefighter Recruit Program – 2017 program starts in January 3th
3) Valley FF1 Course to be held in Orange (9 SFD members attending)
4) Trumbull will be hosting a FF1 in winter (2 SFD members attending)
5) Shelton Fire Officer Orientation Course (Starts January 2016)
6) Citywide I-2 Recerts (January – April)
7) DC Hongo conducted ISO Training to new elected officers in December

**Quartermaster – Tasks and Jobs in progress**

1) HURST Preventative Maintenance conducted – All equipment passed inspection
2) Apparatus and Equipment Inventory - on-going
3) Small Tools maintenance (on-going)
4) Quarterly Air Quality Testing Completed
5) 1st Quarter meter calibration and maintenance (Jan/Feb)
6) Assisted in Bid Review’s
7) Delivery of 1000 feet of 5” hose, and forestry hose
Recruitment & Retention & Good & Welfare

1) Very successful Holiday season of providing Santa to numerous tree lighting ceremonies, and meet and greets throughout the community

2) Each Fire Station was nicely decorated by the volunteer firefighters to share holiday spirit with our neighbors.

3) Class B Uniforms have been ordered for each of the fire companies.

4) Recruitment Officer will be reaching out to the Boy Scouts in January to begin Explorer post process

Upcoming Events

1) January – Fire Company Installation of Officer Dinners

Significant Incidents and Responses

The Shelton Fire Department responded to 83 incidents as of December 29th, which included 11 MVA, with two extrications, one mutual aid requests to Derby and three fires within buildings.
Commissioners,

The following is the Shelton Fire Department – Chief’s Report for the month of January. This is a list of completed tasks and a short list of those tasks and projects in progress.

**Apparatus:**

1) Regular Preventative Maintenance continues to be conducted by the Fire Apparatus Maintainers

2) Tower 7 has returned to service. It is currently stationed at the Shelton Fire Department - Maintenance Facility on Riverdale Avenue. Due to concerns brought forth in regard to the Echo Hose apparatus floor.

3) Replacement for Car 3 has now arrived at the outfitters for emergency lights, and reflective decals to be installed. AC Constantino is following the project.

4) Engine 32 was Out of Service for a few days during the month due to a coolant leak.

5) Apparatus Spec Committee has been conducting meetings, to prepare specifications for apparatus replacement to be considered for referendum in 2017.

6) Ladder 51 is awaiting warranty service to its aerial water tower trolley. Tentatively scheduled for the first week of February.

7) Still awaiting parts from KME in regard to a safety recall from last month on our KME –Ladders 47 & 51 in regard to an electric component, which will be covered under warranty. The Fire Apparatus maintainers will be scheduling this repair with Bulldog –Kme once the new components become available. In the meantime all Officers and Operators have been made aware of the safety recall and actions of not to short jack the vehicle until repaired. (in-progress)
Staff Assignments/Projects:

1) Chief Jones submitted the 2017/2018 operational and capital budget with the requested items as approved by the BOFC’s at their January 3rd 2017 meeting.

2) Chief Jones and the Public Safety Director, and SPD attended an emergency action plan update meeting with representatives of Ousatonic Dam, and First Light Power.

3) Chief Jones, and Public Safety Director Maglione met with city representatives and the Board of Fire Commissioners to discuss the current Echo Hose Apparatus Floor after a concern was brought forth in regard to the floors condition. In an abundance of caution Tower 7 was relocated to the fire department maintenance facility and spare Engine 24 to Company # 4. This reduced the overall static weight on the floor by approximately 104,000 lbs. The cities building maintenance department has since been directed to have the floor evaluated by the former engineering firm that previously provided engineering services to the floor. (on-going)

4) Chief Jones will be conducting SFD/SPD Dispatcher training on February 2nd, for new full time, and part time dispatchers.

5) Deputy Chief Hongo continues to work on the departments Medical Monitoring Program. The department will be switching over to Griffin Occupation Healthcare in the beginning of February.

6) Assistant Chief Wilson has been doing at tremendous job with training Numerous drills and training programs are in progress. Citywide I-2 policy recert training has begun.

7) Assistant Chief Constantino continues to work on ensuring all fire companies are completing their monthly SCBA inspections (on-going)

8) Assistant Chief Verdicchio conducted has been working on our radio communications system. He is currently reviewing the bids received for both the fixed and subscriber units. This is a combined effort by SFD, SPD, and PSD.

9) Assistant Chief Verdicchio is working on scheduling private duty assignments with the FMO’s and Fire Companies as per the Private Duty Fire Watch Policy. (on-going)

10) Assistant Chief Wheeler – Is the designated Chairmen for the Apparatus Committee and the committee is meeting regularly in preparing specifications to be considered for a 2017 Referendum.
11) Chief Jones, Chairmen Maglione and members of the facility replacement/refurbishment committee have prepared draft floor plans for a new Echo Hose with a FD administration and maintenance facility, proposed Huntington Substation, and are currently revising old plans for modifications to Huntington Fire Company #3 to accommodate larger apparatus and to increase office, living and storage space.

**Fire Department Technology**

1) 4 out of 5 Chief Vehicles have received their tablets, next stage is to begin outfitting the lead apparatus at each station
2) Continued improvements to Spotted Dog (on-going)
3) FEDIT Lawrence is streamlining department data for more timely and accurate record keeping (in-progress)
4) Improvements to firehouse software reporting, added training module for data collection on drills. To begin in February. (in-progress)

**Training:**

1) Firefighter Orientation Program - on-going
2) Firefighter Recruit Program – 2017 program starts (in-progress)
3) Valley FF1 Course to be held in Orange (9 SFD members attending)
4) Trumbull will be hosting a FF1 in winter (2 SFD members attending)
5) Citywide I-2 Recerts (January – April)

**Quartermaster – Tasks and Jobs in progress**

1) Apparatus and Equipment Inventory (on-going)
2) Small Tools maintenance (on-going)

**Recruitment & Retention & Good & Welfare**

1) Recruitment Officer will be reaching out to the Boy Scouts in January to begin Explorer post (in-progress)

**Upcoming Events**

1) Citywide Ice/Cold Water Rescue Training as conditions permit

**Significant Incidents and Responses**

The Shelton Fire Department responded to 65 incidents as of January 25th, 2017 which included 20 MVA’s, with 3 requiring extrication. Ten of the twenty MVA’s occurred on Route 8. There were two commercial truck fires, one commercial building structure fire which unfortunately included a civilian fatality, and one mutual aid tanker assignment request to Stratford.
D. FIRE MARSHAL
03-17
17 JAN 3 PM 1:29
MAYOR’S OFFICE

01/0/2017

TO: Mike Maglione, Chairman Board of Fire Commissioners

RE: Fire Marshals Report for Month of December 2016

The following is the report, with supporting documents, of the Fire Marshal’s Office for the month of November 2016:

45 Fire Code Inspections conducted
11 Incident Responses
53 Building plans submitted & Reviewed
1 Complaint(s) received
2 Blasting permit(s) issued/renewed

Should you have any questions please do not hesitate to contact me.

James M Tortora
Fire Marshal
<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Inspection Type/Occupancy</th>
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Total for Staff: 23

Total Hours: 0.00

Grand Total Activities: 23

Grand Totals: 0.00
Shelton Fire

Inspections by Inspector

Date Completed Between {12/01/2016} And {12/31/2016} and Inspector (Staff ID) = "1109"

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<td>12/09/2016 13:00</td>
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Total for Staff: 1

Total Hours: 1.00

Grand Total Activities: 1

Grand Totals: 1.00
## Shelton Fire

### Inspections by Inspector

Date Completed Between (12/01/2016) And (12/31/2016) and Inspector (Staff ID) = "1082"

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01/03/2017 12:39
### Shelton Fire

#### Inspections by Inspector

Date Completed Between {12/01/2016} And {12/31/2016} and Inspector (Staff ID) = "1082"

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| 12/19/2016 | V VACANT BUILDING  
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120 MEADOW ST | 0.00 |
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120 MEADOW ST | 0.00 |
| 12/21/2016 | BB BUSINESS  
THE UNITED ILLUMINATING COMPANY  
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| 12/21/2016 | V VACANT BUILDING  
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273 CANAL ST | 0.00 |
| 12/22/2016 | EE EDUCATIONAL  
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120 MEADOW ST | 0.00 |
| 12/22/2016 | MM MERCANTILE  
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273 CANAL ST | 0.00 |
| 12/27/2016 | V VACANT BUILDING  
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273 CANAL ST | 0.00 |
| 12/27/2016 | V VACANT BUILDING  
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905 BRIDGEPORT AVE | 0.00 |
| 12/28/2016 | EE EDUCATIONAL  
SHELTON HIG SHELTON HIGH SCHOOL  
120 MEADOW ST | 0.00 |
# Shelton Fire

**Inspections by Inspector**

Date Completed Between \{12/01/2016\} And \{12/31/2016\} and Inspector (Staff ID) = "1082"

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Total for Staff: 26

Total Hours: 0.00

Grand Total Activities: 26

Grand Totals: 0.00
# Shelton Fire

## Inspections by Inspector

Date Completed Between {12/01/2016} And {12/31/2016} and Inspector (Staff ID) = "1082/5002"

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<td>12/23/2016</td>
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<td>J BUSINESS SPD126 SHELTON POLICE DEPARTMENT 85 WHEELER ST</td>
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**Total for Staff:** 3  
**Total Hours:** 0.00

**Grand Total Activities:** 3  
**Grand Totals:** 0.00
E. OFFICE OF EMERGENCY MANAGEMENT

ADJOURNMENT
EMERGENCY MANAGEMENT REPORT  
January 2017

- ALICE practical skills training at Mohegan school.
- Attended Regional Planning Emergency Team and Steering Committee meeting.
- Attended Shelton/Derby Dam, Emergency Action Plan (EAP) meeting.
- ALICE walk through at SIS and Perry Hill in preparation for practical skills training.
- Conducted ALICE training at the Boys and Girls club. (Kozlowsky and Trabka)