



**CITY OF SHELTON
FIRE DEPARTMENT**

**Board of Fire Commissioners
MINUTES**

Regular Meeting
Tuesday, February 7, 2017
Shelton City Hall
Room 104
7:00 P.M.

Commissioners Present:

Michael Maglione, Commissioner, Chairman
Ben McGorty, Vice Chairman
Justin Sabatino

Commissioners Absent:

Mike Ullrich
Tony DeSarli

Also Present:

Francis Jones, Fire Chief
Timothy Hongo, Deputy Chief

A. CALL TO ORDER

Chairman Maglione called the meeting to order at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

All in attendance recited the Pledge of Allegiance.

C. PUBLIC PARTICIPATION: None

D. APPROVAL OF MINUTES

1. Minutes of the Regular Meeting of January 3, 2017

Minutes of the Special Meeting of January 10, 2017

MOTION made by Commissioner Sabatino to accept the Minutes of the Regular Meeting of November 4, 2015, Seconded by Commissioner McGorty.
A voice vote was taken; motion passed unanimously.

1. Minutes of the Special Meeting of December 22, 2015

MOTION made by Commissioner Sabatino to table the Minutes of the Special Meeting of December 22, 2015, Seconded by Commissioner McGorty.
A voice vote was taken; Motion passed unanimously.

E. COMMUNICATIONS:

1. Letter from William Tortora, Company 1
2. Letter from White Hills, Fire Company 5
3. Letter from Stratford Fire Department, Local 998

F. REPORTS

1. **Fire Chief Francis Jones:** On File

MOTION made by Commissioner Sabatino to accept the Fire Chiefs report. Seconded by Commissioner McGorty.

A voice vote was taken; Motion passed unanimously.

2. **Fire Marshal James Tatora:** on file

MOTION made by Commissioner McGorty to acknowledge receipt of the Fire Marshal's report. Seconded by Commissioner Sabatino.

A voice vote was taken; Motion passed unanimously.

Motion by Commissioner McGorty that the Fire Marshal attach the inspection report for each occupancy that was inspected per the report, Seconded by Commissioner Sabatino.
A voice vote was taken; Motion passed unanimously.

3. **Commissioner Maglione, Chairman:** No report
4. **Commissioner McGorty, Vice Chairman:**
5. **Commissioner Ullrich:** Absent
6. **Commissioner Sabatino:** No Report
7. **Commissioner DeSarli:** Absent

MOTION made by Commissioner Sabatino to add to the agenda under **Old Business: 2)** Fire Department Budget; Seconded by Commissioner McGorty.
A voice vote was taken; Motion passed unanimously.

Motion made by Commissioner McGorty to add to the agenda under **New Business: 9)** Chief Jones approved to bid on the surplus Orange Fire Department Truck. Seconded by Seconded by Commissioner Sabatino.
A voice vote was taken; Motion passed unanimously.

G. OLD BUSINESS

1. Building Maintenance - Approval of Policy and Form

Motion made by Commissioner Sabatino to adopt the Building Maintenance SOP as a Department policy, Seconded by Commissioner McGorty.

A voice vote was taken; Motion passed unanimously.

2. Fire Department Budget

Motion made by Commissioner Sabatino to accept the budget as presented by Chief Jones, Seconded by Commissioner McGorty.

A voice vote was taken; Motion passed unanimously.

H. NEW BUSINESS

1. Authorization to send up to (4) members to the Firehouse Station Design Conference, May 3rd - 5th, 2017. Estimated cost \$4,84.00.

Motion made by Commissioner Sabatino to send up to (4) members to the Firehouse Station Design Conference, Seconded by Commissioner McGorty.

A voice vote was taken; Motion passed unanimously.

2. Appointments Fire Marshal Office

Motion by Commissioner McGorty to send letter to the Mayor and Corporation Counsel regarding the violation of the City Charter and State Statues as to appointment of personnel within the Office of the Fire Marshal, Seconded by Commissioner Sabatino.

A voice vote was take, Motion passed unanimously.

3. Fire Marshal's Budget

Motion made by Commissioner McGorty to send a letter to Mayor and Corporation Counsel regarding the Fire Marshal not sending his budget to the Board of Fire Commissioners for review.

A voice vote was taken; Motion passed unanimously.

4. Emergency Light Policy.

The Fire Chief to develop a policy regarding the use of emergency lights on fire department vehicles. (cruise lights)

5. Deputy Chief Appointment

The Commissioners were notified that the appointment expires on June 30, 2017 and that any actions taken to post the position would have to take place soon.

6. Fire Chief's Department Personnel Evaluations

The Fire Chief was reminded that personnel evaluations are due at the April Commission meeting.

7. Fire Company Custodian Stipend

Motion by Commissioner Sabatino to send a letter to Board of Aldermen requesting that the stipend paid to the Fire Company custodians be increased from \$4,000.00 to \$5,000.00 per year, Seconded by Commissioner McGorty.

A voice vote was taken; Motion passed unanimously.

8. LOSAP

Motion by Commissioner Sabatino to meet with the Pension Board, Seconded by Commissioner McGorty.

A voice vote was taken; Motion passed unanimously.

9. Permission to bid on Orange Fire Department surplus truck.

Motion by Commissioner McGorty to grant permission to the Fire Chief to bid on the Orange Fire Department surplus truck, Seconded by Commissioner Sabatino.

A voice vote was taken; Motion passed unanimously.

I. EXECUTIVE SESSION

j. REMARKS FOR THE GOOD OF THE DEPARTMENT

K. ADJOURNMENT

Motion made by Commissioner Sabatino to adjourn; seconded by Commissioner McGorty.

A voice vote was taken; Motion passed unanimously. 8:00 PM

