



BOARD OF FIRE COMMISSIONERS SPECIAL MEETING MINUTES

February 11, 2008
Shelton Community Center
Craft Room 5

Commissioners present: Robert Araujo, Chairman
Merle Chase
Bruce Kosowsky
Justin Sabatino
John Sonsini

Also Present: Ed Tebolitz
Mike Ullrich

A. CALL TO ORDER

Chairman Araujo called the Special Meeting of the Board of Fire Commissioners to order at 7:35 P.M.

B. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

There was a moment of silence observed for PAST Chief, past Commissioner and past Captain Dick Tallberg.

C. PUBLIC PARTICIPATION

Assistant Chief Mike Ullrich stated that he would like to have a meeting scheduled with the Board of Fire Commissioners, the Officers' Council as well as the Fire Marshall office to discuss the Charter Revision.

Per the Board of Fire Commission, there will be a Special Meeting scheduled for Tuesday, February 19 to discuss the Charter Revision with the above mentioned departments.

D. APPROVAL OF MINUTES

1. Minutes of Special Meeting January 8, 2008
2. Minutes of Regular Meeting January 8, 2008

Commissioner Sabatino motioned to accept both the Special and Regular Meeting Minutes of January 8, 2008. Seconded by Commissioner Chase.

A voice vote was taken; motion passed unanimously.

E. COMMUNICATIONS

There was no communications received.

F. REPORTS

1. Fire Chief John Milo
No report
2. Fire Marshal James Tortora
No report

3. Training Coordinator Francis Jones

Fran Jones is requesting a meeting with the Board as well as the Officers' Council to meet with Dr. Hussein and Rehabilitation Associates. He would also like to discuss the Wellness Program. Dr. Hussein has an idea of the demographics of the Fire Department and would like to come in and speak with the Board. It is in the best interest of the department for a high percentage of people to join. This is part of the bid package. Wellness Programs benefit all of us. The Commissioners will go back to their companies and see what the consensus of volunteers regarding this program is. There is a physical fitness issue for the Pilot Program and training. The concept is to have several firefighters (minimum number of 9) where firefighters go through a physical fitness program that would be indicative of the stresses and strain that a firefighter would see and work on those programs. The proposal is to spend some money. But this is indicative of the interest of all companies.

4. Quartermaster Report Jack Brand Jr.
No report
5. Commissioner Sonsini
No report.
Commissioner Sonsini would like to thank everyone for their support.
Commissioner Chase is still funneling calls regarding maintenance.
6. Commissioner Chase
Commissioner Chase will be meeting this week with Jack regarding two bids that are needed to get out right away. They are for: 1. Leather Boots; 2. Ladder Testing. A letter will be prepared and handed to the Purchasing Agent.
7. Commissioner Sabatino
No report
8. Commissioner Kosowsky
 1. Money has been transferred into the communications account and the purchase requisition has been filled out for Northeastern.
 2. A letter needs to be sent to the Purchasing Agent requesting a bid waiver on the communications maintenance agreement. There is no State contract on the maintenance side.
 3. Bills have been received for repeaters. The Board requested an additional repeater for Car 3. That did not get done. An additional repeater needs to be added for Car 3. A new UHF Radio has been received, and another UHF Radio has been given to Commissioner Chase for Company 3 for Squad 30. A charger needs to be purchased for that. For Car 2 a new pager needs to be purchased, a Chief's pager.
 4. Spoke with Dan (computer) regarding email. Email is under Microsoft Outlook which all the companies have. He is going to go to each station and ensure that it does operate properly. He is requesting whether each Commissioner's want their own email address. Commissioner Kosowsky is requesting that the Board have their own email address at the office. Dan will write down the instructions on how to go through the process and then will leave it in everyone's boxes.
9. Commissioner Araujo – Chairman's Report
No report

Discussion: Company 3 had issues starting last week. There was a problem in the heating system. The part number has been requested but has not arrived. On Saturday (2-9), the heating system failed again on the rooftop. It is due to arrive on Wednesday (2-13). The problem took out the communications system. It took out the phone system, the communications, the garage door openers and heat. There was an issue with the garage

doors that needs to be addressed in that fire house. If the L-Bracket is left hanging it will cause problems to the fire engines. There needs to be an extra pull pin installed for that station. Two bays were able to be repaired and functioning, Bays 35 and 30. UI was out to do the repairs. The generator needs to have a started replaced. For all companies: Generators must be cycled weekly.

G. OLD BUSINESS

Budget Review

Question was raised by the Finance Director regarding contract employees. Chairman Araujo will speak with Lou regarding this issue.

H. NEW BUSINESS

1. Policies review and changes

Commissioner Sabatino motioned to table A-3 Policy to next meeting. Commissioner Kosowsky seconded the motion.

A voice vote was taken; motion passed unanimously.

2. Budget Transfers

Commissioner Sabatino motioned to have Chairman Araujo, Commissioner Chase and Commissioner Kosowsky to make the necessary changes to any accounts. Commissioner Sonsini seconded the motion.

A voice vote was taken; motion passed unanimously.

3. Assistant Chief Data and Selection

a. Tom Hongo – Huntington Fire Company

Commissioner Chase motioned to accept the letter from the Secretary of the Huntington Station to identify Tim Hongo, along with all necessary documentation, for the position of Company Assistant Chief to be voted on at the next meeting. Commissioner Sabatino seconded the motion.

A voice vote was taken; motion passed unanimously.

b. Nick Verdicchio – Pine Rock Fire Company

Commissioner Kosowsky motioned to accept letter from Fran Jones to identify Nick Verdicchio, along with all necessary documentation, for the position of Company Assistant Chief to be voted on at the next meeting. Commissioner Chase seconded the motion.

A voice vote was taken; motion passed unanimously.

c. Paul Wilson – Echo Hose Fire Company

Commissioner Sabatino motioned to accept letter from Matt Skurat to identify Paul Wilson for the position of Company Assistant Chief. Necessary documentation must be presented prior to voting at next meeting. Commissioner Chase seconded the motion.

A voice vote was taken; motion passed unanimously.

Commissioner Sabatino motioned that these three candidates be put on the agenda for final vote at the next meeting. Commissioner Chase seconded the motion.

A voice vote was taken; motion passed unanimously.

Commissioner Sabatino motioned to table this item to next month's meeting. Commissioner Kosowsky seconded the motion.

A voice vote was taken; motion passed unanimously.

4. Appointed position job review schedule

Commissioner Sabatino motioned to have the Chief have the job reviews due by the next scheduled meeting in March and that the Quartermaster and Training Coordinator attend that meeting. Seconded by Commissioner Kosowsky.

A voice vote was taken; motion passed unanimously.

5. FM Duties

Commissioner Sabatino motioned to remove this item from the agenda. Commissioner Kosowsky seconded the motion.

A voice vote was taken; motion passed unanimously.

H. EXECUTIVE SESSION

Commissioner Sabatino motioned to go into Executive Session at 8:02 PM. Seconded by Commissioner Kosowsky.

A voice vote was taken; motion passed unanimously.

Commissioner Sabatino motioned to come out of Executive Session with no motions made and continue with the Special Meeting at 8:17 P.M. Commissioner Sonsini seconded the motion.

A voice vote was taken; motion passed unanimously.

I. ADJOURNMENT

Commissioner Kosowsky motioned to adjourn. Commissioner Chase seconded the motion.

A voice vote was taken; motion passed unanimously.

Chairman Araujo adjourned the Special Meeting of the Board of Fire Commissioner's at 8:31 P.M.

The next meeting of the Board of Fire Commissioners is schedule for Tuesday, February 19, 2008 at 7:30 P.M. as a Special Meeting. The next Regular Meeting of the Board of Fire Commissioners is scheduled for Tuesday, March 4, 2008 at 7:30 P.M.

Respectfully submitted

Sophia V. Belade

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