



City of Shelton Fire Department Board of Fire Commissioners

Minutes of the Regular Meeting February 21, 2006

Commissioners Present

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

Also Present

Assistant Chief Michael Ullrich
Captain John Sonsini
Captain Tim Hongo
Captain Nick Verdicchio
Lieutenant Mike Pane

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 - None

Approval of Minutes

MOTION made by Commissioner Sekelsky to accept the Minutes of the January 17, 2006 Special Meeting, January 17, 2006 Regular Meeting and February 7, 2006 Regular Meeting as prepared and distributed, seconded by Commissioner Chase and passed unanimously.

Communications

Chairman Araujo reviewed the following communications with the Board:

- P&Z Applications

- Message from Mr. Neider regarding the Horns at Echo Hose

Additions to the Agenda - None**Old Business*****F1 – Fire Marshal Request***

Chairman Araujo asked if the Fire Marshal was requested to attend the meeting. The Clerk stated that she sent him a letter requesting him to attend the meeting.

F2 – Purchase Order Spread Sheet

Chairman Araujo asked if the Board has a copy of the spreadsheet. The Clerk stated that only last year's spreadsheet is available tonight. The Clerk reviewed the spreadsheet with the Board. Commissioner Sekelsky expressed concern regarding a member of his Company waiting for boots to be made and if another vendor could be contacted. Chairman Araujo suggested that Commissioner Sekelsky ask Shipman's for a quote.

F3 – Job Descriptions

Chairman Araujo thanked everyone for the work they did on the Job Description.

MOTION made by Commissioner Chase to send a copy of the Fire Chief Job Description to Corporation Counsel for their review and comments, seconded by Commissioner Sekelsky and passed unanimously.

F4 – Bid 27-6 Fire Department Pagers

Commissioner Kosowsky handed out a spreadsheet regarding the pricing for Bid 27-6 to the Commissioners. Utility Communications is the low bidder. Commissioner Kosowsky reviewed the bid with the Board. Commissioner Kosowsky suggested having the engraving done for the pagers. Commissioner Sabatino stated that he would like to get the amplifiers with the pagers. Commissioner Kosowsky discussed the tone alerts and again Utility Communications is the low bidder. They are field programmable and we can set them up with four tones if we want or two tones.

Chairman Araujo asked each Commissioner how many pagers they would need for their Company. Commissioner Chase stated that he would need 15. Commissioner Sabatino and Commissioner Sekelsky both stated that they need 15 also. Commissioner Kosowsky stated that he would have to ask the Captain. Chairman Araujo asked if each Company needs 15 pagers. Commissioner Chase stated that they need 15 – they would like 20 but they need 15.

MOTION made by Commissioner Sekelsky to purchase 20 pagers per Company, seconded by Commissioner Chase.

Commissioner Sabatino asked if we have enough money. Commissioner Kosowsky stated that we don't have to decide how many we are purchasing tonight; we have to accept the bid.

Commissioner Sekelsky rescinded his Motion and Commissioner Chase rescinded the second.

MOTION made by Commissioner Sekelsky to recommend to the Board of A&T to accept Bid #27-6 – Fire Department Pagers with Utility Communications being the low Bidder for both the Pagers and Tone Alerts and forward the paperwork as necessary, seconded by Commissioner Chase and passed unanimously.

The Board discussed the cost for the pagers and tone alerts. Chairman Araujo asked about transferring money into the account. Commissioner Kosowsky stated that they need to find money for gear, the electrical work and there are some other items the quartermaster is looking to purchase. Commissioner Kosowsky stated that we already have a lot of pagers. Commissioner Sabatino suggested purchasing 10 per Company right now and in July we can purchase more. Getting the pagers and equipment returned is a problem in each Company. Chairman Araujo asked for an inventory of how many pagers have been issued to each Company in the past and for each Commissioner to find out how many pagers they need. Commissioner Sekelsky asked if they could get the money back from the Fire Marshal. Chairman Araujo requested that pagers be on the agenda for March.

F5 – Gear Bid

MOTION made by Commissioner Sekelsky to rescind the Motion to cancel the gear bid from the last meeting, seconded by Commissioner Sabatino and passed unanimously.

The Board discussed the Gear Bid. Commissioner Sabatino stated that the Quartermaster submitted a request for gear off the State Bid. Commissioner Kosowsky reviewed the bid with the Board.

MOTION made by Commissioner Sekelsky to accept the Gear Bid from Shipman's with option prices, seconded by Commissioner Sabatino and passed unanimously.

Commissioner Sekelsky suggested having a work session to review the options.

New Business

G1 – Vehicle Maintenance

Commissioner Kosowsky stated that on the maintenance reports that come to the Board he has noticed N/A on the report. According to the Vehicle Policy the vehicles are to be made available to the mechanic. There should be no reason for N/A. Commissioner Sabatino stated that he would make sure that the report is complete. Commissioner Kosowsky also noted that the mileage – one vehicle has 2000 miles in one month. I don't understand that. I would like to look at the vehicle policy regarding the logbooks. I would also like to know why the jeep was in the condition it was in – dead battery – bald tires and low on oil. Chairman Araujo stated that the mechanic was out on a leave of absence. Commissioner Sabatino stated that he took care of the problems. The battery was fine and overnight it went dead and it was fixed without incident. In regard to the tires – according to the mechanic the tires could have been rotated – it was a matter of opinion that they were bald – they were within specification. Commissioner Kosowsky asked about the oil. Commissioner Sabatino stated he doesn't know what the problem is with the oil. The individual states that he has to put a lot of oil in the vehicle. Commissioner Kosowsky asked if there is a problem with the mechanic getting the vehicles for maintenance. Chairman Araujo suggested asking the mechanic if he is having a problem getting the vehicles for maintenance. Commissioner Sekelsky noted that the Fire Marshal vehicle has 1,775 miles this month. Commissioner Sabatino stated that the Chief and Fire Marshal have 24-hour use of their vehicles. Commissioner Kosowsky stated it is for fire department business. Commissioner Sekelsky stated that it is for in town use.

Commissioner Sekelsky noted that they changed all the low beam lights in the apparatus. Commissioner Sabatino stated that the mechanic met with the vehicle operators in Connecticut and they went with a high

intensity low beam light and the next phase is to do the high beam lights. He also has to calibrate the lights. Commissioner Sekelsky stated that we are now left with a surplus of low beam headlights. Why not replace them as they brake. Commissioner Sabatino stated that the mechanic and the Chief discussed the project and they decided to just change the lights for safety reasons and it was part of his maintenance budget.

G2 – Fire Police

Commissioner Chase asked if the Officers from the Companies have submitted the list of Fire Police. The Clerk stated that she has not received the list of Fire Police. Commissioner Sabatino suggested waiting until next month and having all the Companies provide their lists for approval. Commissioner Kosowsky stated that the Commissioners should bring the original list to the office.

Remarks/Comments for the Good of the Commission

None

Adjournment

MOTION made by Commissioner Sekelsky to adjourn the meeting at 8:45 p.m., seconded by Commissioner Chase and passed unanimously.

Minutes respectfully submitted by Patricia Kelley, Temporary Clerk