

City of Shelton Fire Department
Board of Fire Commissioners
Minutes of Regular Meeting
Tuesday, March 6, 2007

Commissioners Present

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

Also Present

Assistant Chief Michael Ullrich
Captain Tim Hongo
Lieutenant Shaun Wheeler

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

Chairman Araujo asked if there was anyone wishing to speak at this time:

George Sender of 112 Perry Hill Road addressed the Board with concerns he had with the safety of Perry Hill Road since construction. He witnessed first hand on approximately February 14th there was a fire on Walnut Avenue and a fire truck came up Perry Hill Road and tried to turn on Walnut Avenue, and it took about a half a dozen times to make the swing. He stated that there is also a problem with the line of sight in this area at the speed vehicles travel and felt that the fire truck was in danger. Mr. Sender recommended having stop signs put up because of the sharp turns in the area and will be talking with the Street Safety Committee with his concerns. The Board of Fire Commissioners stated that they would give both the Fire Chief and the Officer Council his name and phone number to have them contact him to see if anything can be done to address his concerns.

Lieutenant Shaun Wheeler addressed the Board in disgust over the fact that White Hills Company #5's computer has not worked in roughly three years, and the printer has never worked. He stated that complaints have been given to both the Chairman of the Board and the computer guru for the City but there has been no progress, and therefore the computer along with the printer were brought to the Commissioners Office. Company 5 has computer based training coming down the line and the regular members do not have

Public Participation continued:

access to the company owned computer that is locked in the office. They do not have e-mail access as officers, since all the e-mails are suppose to go through that computer, so that is why the computer was brought in like that although Lieutenant Wheeler didn't want to have to do that.

Assistant Chief Ullrich addressed the Board and stated they have been talking about getting computers for the last year and a half for pre-plans, or getting a computer to start working on this. The Chief is pushing him harder and harder to get pre-plans done and he is not going to use his personal computer to get the work done. He also stated that he no access to his office, which is located in the Fire Marshals Office, and has been asking for about three years now for a key. He has no access to the computer, no access to get his mail or to information on pre-plans. There was a discussion at Officers Council about the mailboxes at Donovan Lane coming down to City Hall to be posted outside, so the officers can get their mail. Assistant Chief Ullrich asked the Board to please look into getting him a key to his office since he has been asking for so long, as well as Fire House Software since that goes along with the pre-plans.

Captain Tim Hongo of Co.#3 just wanted to notify the Board of Fire Commissioners that he is now the Chairman of Officers Council.

Approval of Minutes

MOTION made by Commissioner Sabatino to approve the minutes of January 2, 2007 Regular Meeting, January 16, 2007 Regular Meeting and February 13, 2007 Special Meeting as printed and distributed. Seconded by Commissioner Chase and approved unanimously.

Communications

Chairman Araujo reviewed the following communications with the Board:

- Hill Donnelly CD Rom Street Guides
- Letter from Thomas DeMarco requesting to be removed as an Assistant Chief
- Letter from Captain Wilson, re: Single Company Response
- Letter from Co.#4, re: Fire Police
- Retirement Party Memo for Chief Bill Davin and A/C Tim Marsden
- Letter, re: Fire Marshal Pre-Certification Module
- Letter from Fire Marshal Tortora dated 3/1/07 re: January and February Reports
- Live Training Information
- Repair Orders from the Maintenance Department

Reports

Fire Chief John V. Millo – Chief Millo submitted his report for the month of February.

Fire Marshal James Tortora

Chairman Araujo stated that the Board received a copy the Fire Marshal's Activity Reports for November and December 2006 and the Fire Summary for January 2007.

Commissioner Kosowsky stated that there just wasn't something that added up to him relative to administrative hours. When you get the Chiefs report, and look at the mileage of the Fire Marshals vehicle, the Fire Marshals vehicle has 21,430 miles and the Deputy Fire Marshals has 8,270. He would like to know how the Fire Marshal puts on all those miles on the vehicle if he is in the office 120 administrative hours for a month. Commissioner Kosowsky can understand the Deputy Fire Marshal putting on the mileage, because he is the one out doing the inspections. Even the Assistant Chiefs, who attend a great amount of the fires, and for the age of their vehicles (2000) only have 47,000 and one has 41,000. Commissioner Kosowsky said something doesn't make sense, since the Fire Marshal and Deputy Marshals vehicle are only a month apart. The Board also asked for all the reports to be in on a timely basis, Tuesday before the meeting and there were no excuses.

Training Coordinator Francis Jones

Chairman Araujo stated that the Board received a copy of the Training Coordinator's Report for January and February 2007. This will be discussed under training under new business.

Quartermaster Jack Brand Jr. – had submitted his reports for both January and February 2007. The Board discussed getting the hose bid from the quartermaster.

Alarms – Commissioner Sabatino discussed Huntington's Alarm System and that the bucket truck has been fixed. A cover is going to be purchased for the bucket.

Chairman Araujo would like to schedule a work session to go over the protocol for the Deputy Fire Marshal/Inspector.

Commissioner Sekelsky – No Report

Reports continued:

Commissioner Chase – stated that Joe Sewack seems to making process on Fire Department work orders. Company #1's truck bay floor is to be brought up this week at the Board of Aldermen's Meeting for the \$12, 500 for the destructive and non destructive testing. Commissioner Chase also stated that he attended down in Westport, the Firefighters Grant Program – which turns out, it really does not apply to them because of income.

Commissioner Sabatino – No Report

Commissioner Kosowsky

Commissioner Kosowsky stated that he has sent out the information for the programming on the pagers. He also went out to Hamden and picked up some loaner charger units for the minor 5 pagers, those must be returned when we get ours in. Commissioner Kosowsky did get notification that the license was updated and we did get the bill on that.

Commissioner Kosowsky asked Chairman Araujo what the status was on the low band site, and also would like to get the base at the Police Department done.

Commissioner Araujo- Chairman's Report – No Report

Additions to the Agenda

MOTION made by Commissioner Chase to add to the agenda under NEW BUSINESS Items #4 – Computers, #5 – Hill Donnelly Street Guides, #6 – Training, #7 – Assistant Chief, #8 – Workers Compensation. Seconded by Commissioner Sekelsky and approved unanimously.

Old Business**G1 – Fire Police**

MOTION made by Commissioner Kosowsky to accept the lists from Co.#3 & Co.#4 for fire police as submitted, they are as follows: Co#3 - Merle Chase, Marc Connolly, Jeff Shuster, Bob Novak, Matt Lawrence, Rick Goodman, Ben McGorty and Dave Supernaw. Co.#4 – Dolores Collings, David Collings, Richard Fee, Jack Brand Sr., John Martus, Joseph Birch, William Lewis, George Dickervitz, Victor Godin and Brian Murcko. Seconded by Commissioner Sekelsky and approved unanimously.

Old Business continued:

G2 – Fire Department Clothing

MOTION made by Commissioner Sekelsky to go out to bid on turnout gear as submitted by the quartermaster. Seconded by Commissioner Sabatino.

Discussion – Commissioner Kosowsky stated that the spec would have to be amended to include the quantity of turnout gear, 10-20 sets, and add the bidders list and cover sheet.

MOTION made by Commissioner Sekelsky to accept the amendment to the spec. Seconded by Commissioner Sabatino and approved unanimously.

Original motion to go out to bid on turnout gear was approved unanimously with the amendment.

G3 – Radio Communications

Chairman Araujo had a meeting with the Mayor and presented the details on what is needed. Chairman Araujo will be meeting with the Public Safety Committee next week and will find the funding for the initial dollars.

G4 – Reviews (Executive Session)

The Chief was ill and unable to make the meeting – therefore this item will be tabled.

G5 – Personnel (Executive Session)

MOTION made by Commissioner Sabatino to move Item #5 Personnel to the end of the agenda. Seconded by Commissioner Chase and approved unanimously.

G6 – Reports

Commissioner Sekelsky discussed that reports are still not being sent in on time. Commissioner Sabatino stated that he is working on a policy for this.

MOTION made by Commissioner Sekelsky to send a letter to the Fire Marshal telling him that his report is not in on time and it is not acceptable. The letter that he sent in on the 1st is still beyond the date that his report was suppose to be in by. Seconded by Commissioner Sabatino and approved unanimously.

Old Business Continued:

G7 – Job Description

Chairman Araujo is working on coming up with a draft fire chiefs job description.

G8 – Protocol for Deputy Fire Marshal/Inspector

A work session will be scheduled to discuss this item.

G9 – Fire Marshals Budget

MOTION made by Commissioner Sabatino to send a letter of discipline to the Fire Marshal stating that the Board did not receive the budget before it was sent to the Board of A & T as asked, and we are very displeased with his actions. Seconded by Commissioner Kosowsky and approved unanimously.

G10 – Stipend Positions

MOTION made by Commissioner Kosowsky that the Board withdraw the request from the Board of Aldermen's Agenda on the amendment to the ordinance on stipend paid positions until the Board meets with the Labor Attorney to discuss stipend salaries on the basis of fairness to the Fire Department. Seconded by Commissioner Sabatino.

Those in favor: Commissioners Sekelsky, Chase, Sabatino and Kosowsky

Opposed: Chairman Araujo

MOTION PASSED

MOTION made by Commissioner Sabatino to send a letter to the Fire Marshal requesting to know why the active deputy fire marshals are not meeting their six inspections per month and how he plans on handling it. Seconded by Commissioner Sekelsky and approved unanimously.

New Business

H1 – Hydrant Request – White Hills Shopping Center

MOTION made by Commissioner Sekelsky to approve the Chiefs recommendation for one hydrant at the White Hills Shopping Center. Seconded by Commissioner Chase and approved unanimously.

New Business continued:

H2 – Single Company Response

Commissioner Sekelsky stated that his officers asked him to place this on the agenda. The officers wanted to know if all the risk management departments of all the insurance companies agree with this, and would like an answer to this.

Chairman Araujo stated that this is an operational issue.

MOTION made by Commissioner Sekelsky that we send this letter from Co.#1 to Officers Council and ask them to report back to the Board at their next months meeting on what their recommendations would be. Seconded by Commissioner Kosowsky.

Discussion – Commissioner Kosowsky wanted to amend that motion to say that the Board needs clarification on it whether it is going to be a single company response to particular alarms. Are we going to run dual alarms to reported structure fires? The Board is just looking for clarification per a request.

Chairman Araujo stated that this is an operational issue. Commissioner Sekelsky agreed but stated that his officers (operational) have asked him to get involved.

Those in favor of the motion with the amendment: Commissioners Sekelsky, Sabatino and Kosowsky

Opposed: Commissioners Araujo and Chase

MOTION CARRIED

H3 – Outside Jobs/Policy

MOTION made by Commissioner Sabatino to send another letter to the Chief and to the Fire Marshal that the Fire Chief will handle ALL outside job assignments, not the Fire Marshal, and he is to hand them out to the Company Captains for assignments. Seconded by Commissioner Kosowsky.

Those in favor: Commissioners Sekelsky, Chase, Sabatino and Kosowsky

Opposed: Chairman Araujo

MOTION CARRIED

New Business continued:

H3 – Outside Jobs/Policy

MOTION made by Commissioner Sabatino to send a letter to the Fire Marshal that once he receives a request for outside jobs, he is to forward them to the Fire Chief. Seconded by Commissioner Sekelsky and approved unanimously.

MOTION made by Commissioner Sabatino that no Full-time or part-time employees are to do outside jobs/fire watches, unless they cannot be filled and they are going to follow City Policy and the Connecticut Labor Law Policy and Union Contract. Seconded by Commissioner Sekelsky.

Commissioner Sabatino will have a draft copy of the policy for the Boards next meeting.

Commissioner Kosowsky suggested that the Board meet with Attorneys Thompson and Welch to go over the policy that is written. Chairman Araujo asked that those attorneys come to the next Board meeting, or to schedule a time with them that they can review the policy.

The motion was approved unanimously.

H4 – Computers

MOTION made by Commissioner Sekelsky to send a letter to the Finance Director to help the Board solve this reoccurring problem with all the company computers, and to either provide an individual to rectify the problem or allow the Board to contract the service out. Seconded by Commissioner Chase and approved unanimously.

Commissioner Kosowsky would also like to have a fax line added to the Commissioners Office which has been asked for several times.

H5 – Hill Donnelly Street Guides

MOTION made by Commissioner Sabatino to purchase the street guides. Seconded by Commissioner Sekelsky and approved unanimously.

H6 – Training

MOTION made by Commissioner Sabatino to do the live burn at Platt Road not to exceed the cost of \$1700.00, and to replace all chain blades used out of the training budget. Seconded by Commissioner Sekelsky and approved unanimously.

MOTION made by Commissioner Sekelsky to accept the MRT Class out of this years budget. Seconded by Commissioner Sabatino and approved unanimously.

Captain Hongo spoke about the Shelton Fire Department Training Division Website. The cost from John Scollin Jr. would be \$800.00 to design. The cost to up and run would be \$8.95 per year for the .com name, \$11.87 per month for the web hosting and \$25.00 per month for web provider for unlimited updates. \$36.87 total a month.

Chairman Araujo asked why this couldn't be done with the City's Website to save some money which Commissioner Kosowsky agreed with. There was some discussion among the Board members that the City seems to have problems with their web.

MOTION made by Commissioner Sabatino to build the SFD Training Division Website and to approve the above addressed expenses. Seconded by Commissioner Sekelsky.

Those in favor: Commissioners Sekelsky, Chase and Sabatino

Opposed: Commissioners Araujo and Kosowsky

MOTION CARRIED

There was discussion on the purchase of uniforms for the Training Division. Training Coordinator Jones had come up with a price of \$2844.00 for the uniforms.

MOTION made by Commissioner Sabatino to have Training Coordinator Jones get three quotes on the uniforms. Seconded by Commissioner Sekelsky and approved unanimously.

H7 – Assistant Chief

MOTION made by Commissioner Sekelsky to accept the letter of resignation from Assistant Chief Thomas DeMarco and to purchase a past assistant chiefs badge to give him if we do not have one. Seconded by Commissioner Chase and approved unanimously.

New Business continued:

MOTION made by Commissioner Sekelsky to change Assistant Chief Daryl Osiecki from Car 4 to Car 3 effective immediately. Seconded by Commissioner Chase and approved unanimously.

H8 – Worker Compensation

There was a discussion among the Board about coverage from workers compensation should a fireman get hurt in the station. There have been a few rulings of volunteers in other towns getting hurt in the firehouse while not on a call, that were not covered by workers compensation.

MOTION made by Commissioner Sekelsky to send a letter to Corporation Counsel asking if there has been any change to workers compensation that would not cover a fireman in the firehouse. Seconded by Commissioner Chase and approved unanimously.

MOTION made by Commissioner Sekelsky to go back to Old Business Item #5 Personnel in Executive Session at 9:25 P.M. Seconded by Commissioner Chase and approved unanimously.

Those in Executive Session: Commissioners Araujo, Sekelsky, Chase, Sabatino, Kosowsky and Administrative Secretary Michele Lewis.

Old Business continued:

G6 – Personnel (Executive Session)

MOTION made by Commissioner Kosowsky to go back to regular session at 9:57 P.M. Seconded by Commissioner Sekelsky and approved unanimously.

NOTE: There were no votes or motion taken during executive session.

Executive Session – Homeland Security - None

Remarks/Comments for the Good of the Commission

Commissioner Chase wanted to thank all the Company #3 Officers for providing him with a rescue truck needs assessment which he will pass on.

Adjournment

MOTION made by Commissioner Sekelsky to adjourn at 10:02 P.M. Seconded by Commissioner Chase and approved unanimously.

Minutes submitted by Michele Lewis