



**BOARD OF FIRE COMMISSIONERS**

**SPECIAL MEETING MINUTES**

**Tuesday, March 18, 2008**

**Shelton City Hall**

**Room 204**

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Commissioners present: Robert Araujo, Chairman

Merle Chase

Chief John Millo

Gary Field

Assistant Chief Tim Hongo

Bruce Kosowsky

Assistant Chief Nick Verdicchio

John Sonsini

**A. CALL TO ORDER**

Chairman Araujo called the Special Meeting of the Board of Fire Commissioners to order at 7:30 P  
.M.

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**B. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**C. PUBLIC PARTICIPATION**

No public participation.

#### **D. APPROVAL OF MINUTES**

1. Minutes of Regular Meeting February 11, 2008
2. Minutes of Special Meeting February 19, 2008

**Commissioner Chase MOTIONED TO approve and accept the meeting minutes from the Regular Meeting from February 11, 2008 and the Special Meeting February 19, 2008. Seconded by Commission Sonsini. A voice vote was taken. MOTION PASSED UNANIMOUSLY.**

#### **E. COMMUNICATIONS**

Letters from Secretary of Pine Rock Park Company #4 - one is to accept the resignation as Captain and the second one is to accept Commissioner Sabitino's retirement from the position of Commissioner. Also a memo with rules for the new officers and assistant chief's policy. Copy of final budget. Memo from Shelton resident in regards to the blasting.

We also have the quote from the Physical Fitness and this should be put on our next agenda.

To all Company Captains in regards to prohibition of intoxicating beverages. The Board of Aldermen has recently amended an ordinance increasing the fines for having intoxicating beverages on City property. Commissioner Chase questioning exactly where we go to for approval if we have

a gathering where alcohol will be served. Chairman Araujo asked for Commissioner Chase and Sonsini to research this further.

Fire police is the last report.

Training request have to be put on the next meeting.

## **F. REPORTS.**

1. Fire Chiefs Report - John Milo - Welcome Field. Snowplowing was discussed and complained about. Captian Sabatino request we have the radio's that we have in stock and they were checked and everything is fine. Put the purchase order out for new radios and transferred moneys also. Did get the letter from the Board in reference to the new Chiefs and we convened a staff meeting. Car #2 New Assistant Chief Aldridge has responsibility for grants and pre plans approval and entry. Assistant him will be Assistant Chief Woshefsky who has the responsibility of side chiefs and duty chief's schedule. Assigned Car #4 to Assistant Chief Verdiccio he has field preplan assignments. Car #6 is Assistant Chief Wilson he has field pre planned assignments of two a week and assistant on grants and the DEMAS region 2. Car #5 will have pre planned assignment and the fire reports to the commissioners. Requests to have all Chiefs and Commissioners have City Emails. Scheduling a staff meeting with all fire department staff and assistant chiefs to discuss job descriptions and assignments and personnel issues. Also questioning purchase orders in reference to uniforms - i.e. white shirt, black pants and badges. Have secretary create some type of spreadsheet for tracking for purchase orders. Radio system repairs for base is almost, bridge and comparer is in, working on phone line connection. Installation in mid to end of May for the new radio system.

2. Fire Marshal James Tortora - No report present

3. Training Coordinator - Francis Jones - No Report present

4. Quartermaster Report – Jack Brand, Jr. – no report present
  
5. Commissioner Sonsini – Basically plumbing problems on company #1 and was taken care of. Engine 4 pump passed and fixed but by tomorrow pump will be back in service.
  
6. Commissioner Chase – list of fire police – sent out under bids and will be discussed under bids – 28 purchase order requests and 14 only outstanding.
  
7. Commissioner Field – No report.
  
8. Commissioner Kosowsky – taking care of purchase orders and bills. Will discuss Budget under the budget area. There are a few more bills on the communication maintenance. Still having trouble with the amplifiers and trying to work on this and once problem is solved then repurchase new ones. Let's send a letter to Motorola and let them know about defect.
  
9. Chairman's Report – Commissioner Araujo– no report

**G. OLD BUSINESS**

1. Distribution of Multi Tool – We purchased the multi tools. They are in stock and the quarter master has them. Bruce Kosowsky's suggestion is to give them to the top 30 firefighters that meet the I-2 and the points and then the rest split between companies. Chairman states why don't we distribute 20 per company and let the captains make the decision on whether it is the I-2. Line officers get one.

**COMMISSIONER KOSOWSKY MOTION MADE TO GO WITH 24 PER COMPANY. SECONDED  
BY COMMISSIONER SONSINI. A VOICE VOTE WAS TAKEN. MOTION PASSED  
UNANIMOUSLY.**

2. Budget Report – Everyone should have a copy of the budget. We will have some issues on this. \$80,000 will not work with all the funding of the people we have on staff for the fire department on the part time line items. They cut communications, clothing and maintenance. The members of Board of A & T was pretty much receptive on our plight. Once budget is approved ask when we can transfer monies from within.

#### **H. NEW BUSINESS**

1. Vehicle Assignment – Everyone is aware we have a vehicle policy. I would like to make a suggestion that we two vehicles that are presently assigned to the fire marshal's office be turned back to the fire department since those are fully response vehicles. Since we have the four assistant chiefs and we make a recommendation to the Board of Aldermen buy two more vehicles for the fire marshal's office.

Car 1 has been parked and we are still having problems with the brakes and have 183,000 miles on it now.

2. Fire Police – additional coverage from company #3. Merle Chase, Mark Connolly, Jeff Schuster, Bob Novack, Dave Supernaw,

**COMMISSIONER KOSOWSKY MOTIONS TO ACCEPT THE NAMES READ OFF FOR FIRE POLICE. SECONDED BY COMMISSIONER SONSINI. A VOICE VOTE WAS TAKEN. MOTION PASSED UNANIMOUSLY.**

3. Equipment Purchase – pagers and portable radios.

Portable radios – Commissioner Araujo suggests to purchase four low band and four UHF band radios.

**COMMISSIONER CHASE MOTIONS TO PURCHASE FOUR LOW BAND AND FOUR UHF BAND RADIOS OUT OF THE SIERRA ACCOUNT. SECONDED BY COMMISSIONER FIELD. A VOICE VOTE WAS TAKEN. MOTION PASSED UNANIMOUSLY.**

Pagers – to be discussed at the next meeting.

4. Bids

**COMMISSIONER CHASE MOTIONS TO PURCHASE FOUR WET SUIT GEAR DEHYDRATOR ADAPTERS AT A COST OF \$720 WHICH IS A TOTAL OF \$2880 WITH A SOLE SOURCE JUSTIFICATION FOR THE PURCHASE TO BE SUBMITTED TO THE BOARD OF ALDERMAN AND THE PURCHASING AGENT. SECONDED BY COMMISSIONER SONSINI. A VOICE VOTE WAS TAKEN. MOTION PASSED UNANIMOUSLY.**

**COMMISSIONER KOSOWSKY MOTIONS TO ACCEPT BID 28-76 FOR LEATHER BOOTS AT \$254.95 PER PAIR FROM SHIPMENS . SECONDED BY COMMISSIONER CHASE. A VOICE VOTE WAS TAKEN. MOTION PASSED UNANIMOUSLY.**

COMMISSIONER KOSOWSKY MOTIONS TO AWARD BID # 28-75 GROUND LADDERS AND AERIAL TESTING FOR FIRE DEPARTMENT BE AWARDED TO FIRE ONE. SECONDED BY COMMISSIONER CHASE. A VOICE VOTE WAS TAKEN. MOTION PASSED UNANIMOUSLY.

COMMISSIONER KOSOWSKY MOTIONS TO APPROVE Bid # 28-77 HOSE TEST THIS AWARD BE AWARDED TO FIRE ONE. SECONDED BY COMMISSIONER FIELD. A VOICE VOTE WAS TAKEN. MOTION PASSED UNANIMOUSLY.

J. ADJOURNMENT

COMMISSIONER SONSINI 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 9:08 P.M.

Respectfully submitted

*Denise M. Domorod*

Denise M. Domorod,

Clerk

One tape two sided on file with City Clerk's Office. .