



CITY OF SHELTON  
SHELTON FIRE DEPARTMENT  
BOARD OF FIRE COMMISSIONERS  
REGULAR MEETING MINUTES  
TUESDAY, March 6<sup>th</sup>, 2012  
7:30 P.M., Room 104

Commissioners Present:

Ben McGorty, Vice-Chairman  
Tim Manion, Commissioner  
Mike Ullrich, Commissioner  
Justin Sabatino, Commissioner

**A. CALL TO ORDER**

Vice-Chairman McGorty called the Regular Meeting to order at 7:30 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 Regular Meeting February 7<sup>th</sup>, 2012**

Commissioner Sabatino made a motion to accept the Minutes of the February 7<sup>th</sup>, 2012 BOFC Meeting. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

**E. COMMUNICATION**

Letter read aloud about Jim Higgins being reappointed for Losap.

**F. REPORTS**

**1. Fire Chiefs Report**

See report below

**2. Fire Marshal James Tortora**

None

**3. Training Coordinator**

None

**4. Quartermaster Report**

None

**5. Chairman Sutton**

None

**6. Commissioner McGorty**

None

**7. Commissioner Manion** - on behalf of White Hills – Tim would like to say thanks for your help and support. Engine 52 is back in service. Today we had incident with 5 inch hose. Fire gear bids are complete. Thermal imagers – maybe Chief can put committee on it. We are in dire need of pagers – in purchasing hands now. New copiers were given out to Companies, except 5. Someone took that one – new one ordered.

## **8. Commissioner Sabatino**

**9. Commissioner Ullrich** – Got the bill from Company 1 for air compressor. Call from Aquarian – want to change water meter at company 1.

Commissioner Sabatino made a motion to accept Reports that were submitted. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **Agenda Additions:**

Commissioner Sabatino made a motion to add Item 4, 7, 8, 20, 21, and 22 from Fire Chief's Report to New Business. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

## **G. OLD BUSINESS**

### **1. Bids**

Commissioner Sabatino made a motion to accept bid from Hi-Vis for \$15.25 each. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **2. Monthly Reports**

No fire marshal report. Will discuss this issue under policies.

### **3. LOSAP**

They had their meeting. Justin could not attend.

### **4. Awards Dinner**

Commissioner Sabatino made a motion to table. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **5. Weekly Radio and Apparatus**

Weekly Radio – Jean Sullivan noticed that there are four phone lines going into each fire station. If we can get rid of some; it would save City 400.00 per month. Let's look into.

Ben mentioned that Verizon called and wants to give spot on tower at Bronson Country Club.

### **6. Building Committee**

Scheduled meeting with Fire Chief Jones and Mayor. Company four and five have no members yet for Building Committee – please get on that.

### **7. Policies**

Commissioner Ullrich stated that we have been receiving Chief report all along and it is fine. He is proposing we create policy that states monthly report of FC and FM and what they need on it each month. FM is required by law to submit report. Will discuss next meeting.

Commissioner Sabatino made a motion to table for 30 days. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **8. Qualifications of Fire Officer Positions**

It's been 10 years since we updated qualifications. Think it should be updated to minimum up to Fire Fighter 2 – we should always be one step up.

### **9. ID Badges**

Meryl wanted to know what to do for station help. Discussion on badges.

## **H. NEW BUSINESS**

### **1. Charter Revision**

Commissioner Sabatino made a motion to pick one delegate to be liaison for the Charter Revision Committee; Commissioner Sabatino nominated Commissioner Ullrich. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **2. Post for Vacant Positions**

Commissioner Sabatino made a motion to post for open positions of the Training Assistants for Company 1 and 3. Vice-Chairman McGorty seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **3. Appointments of Uncontested Positions**

Commissioner Sabatino made a motion that we appoint all qualified people to the uncontested positions if they meet minimum requirements. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **4. Schedule Interviews**

Commissioner Ullrich made a motion to hold a Special Meeting on the 20<sup>th</sup> of March at 7:30 p.m. for interviews. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **5. Training**

Commissioner Sabatino made a motion to approve training requests. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **6. Apparatus Committee**

Commissioner Sabatino made a motion to approve Chief's plan for apparatus. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **7. Seminar**

Commissioner Sabatino made a motion to approve the Chief's request. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **8. Brush 54**

Commissioner Sabatino made a motion that the Fire Chief and Commissioner Manion handle repairs to 54 and if they need to go out to bid, then go ahead. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **9. Purchase SUV vehicles**

Commissioner Ullrich made a motion to go out to bid for two SUV vehicles. Commissioner McGorty will be liaison to work with Asst. Chief Wilson on that. Commissioner Sabatino seconded the motion.

**A voice vote was taken; motion passed unanimously.**

### **10. Loss of Equipment**

Commissioner Sabatino made a motion that Chief Jones is to handle all safely issues in securing equipment. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

## **I. EXECUTIVE SESSION**

### **1. DFM Ben McGorty**

Commissioner Sabatino made a motion to go into Executive Session at 8:30 p.m. with Ben McGorty. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

Commissioner Sabatino made a motion to leave Executive Session at 8:59 p.m. Commissioner Manion seconded the motion.

**A voice vote was taken; motion passed unanimously.**

**No motions – No votes were made during Executive Session.**

## **J. ADJOURNMENT**

Commissioner Sabatino made a motion to adjourn. Commissioner Ullrich seconded the motion.

**A voice vote was taken; motion passed unanimously.**

**MEETING ADJOURNED AT 9:00 p.m.**

Respectfully submitted,

*Kimberly Wells*

Kimberly Wells / Clerk

**1 Tape on file in the Town Clerk's office**