Commissioners Present:
   Marc Connolly, Commissioner
   John Sonsini, Commissioner
   Gary Field, Commissioner
   Bruce Kosowsky, Vice-Chairman

Also Present:
   Francis Jones, Fire Chief

A. CALL TO ORDER
The meeting was called to order at 7:30 pm by Vice-Chairman Kosowsky.

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 July 6th, 2010
   Commissioner Connolly motioned to approve the minutes of the regular meeting on
   July 6th, 2010 as posted. Commissioner Sonsini seconded the motion.
   A voice vote was taken; motion passed unanimously.

E. COMMUNICATIONS
   1. Letter from Joe Constintino (Company 3) regarding Tim Hongo
   2. Thank you letter from Gardner Heights
   3. Shelton Police Dive Team – thank you letter
   4. Stratford FD thanking Pine Rock for great partnership on April 30th
   5. Awards Program – review it
   6. Bruce wanted to thank Company 1 and 3 and Fire Chief along with Asst. Chief
      Verrdiccio for their support at BOA meeting.
   7. Bill for alarm maintenance

Additions to Agenda:
Commissioner Connolly motioned to add (2) Bids for Fire Apparatus, (3) Vote for
LOSAP, (4) Assistant Chief’s position Company 3’s letter to Old Business and to add (3)
Surplus of Equipment from Chief Jones report dated 7/3, (4) Bid for Bio-system
Meters, (5) Marine 1 repairs, (6) Posting of FC position, (7) Bills from FC/Boat, (8)
Public Safety, and (9) Bills for White Hills to New Business. Commissioner Sonsini
seconded the motion.
A voice vote was taken; motion passed unanimously.
F. REPORTS

1. Fire Chiefs Report Francis Jones

To: Board of Fire Commissioners
From: Francis T. Jones III
Subject: Monthly Report – July
Date: 8/1/10

Commissioners,

The following is the Shelton Fire Department – Chief’s Report for the month of July the fiscal year 2010 - 2011. This is a list of completed tasks and a short list of the tasks and projects in progress.

1) Awaiting confirmation from Shipman’s- tentative scheduled dates are August 11th & 12th for gear fitting of 75 members in new fire gear.

2) Frequency acquisition continues to be a top priority. As well ensuring proper maintenance of our current system. In addition, we need to continue upgrading mobiles and portable radios for our fire officers and apparatus to ensure interoperability and reliability at incidents. Funding approved by the BOA from special appropriations will be used to fund this needed radio equipment and continue the process of frequency acquisition. (On-going)

3) I spoke to Police Chief Hurtiman (Chairman of Public Safety) in regards to frequency acquisition and asked for his support with moving this project forward. The current hold-up is still obtaining letters of concurrence from a department in Long Island. Police Hurtiman will brief the Public Safety Council on 8/5/10 in regards to this issue.

4) The SFD shall have destructive use of (3) homes slated for demolition. The SFD Training Division will scheduling training with VC Wilson as the Lead Instructor assigned to this project. Proposed training to include Company Operations, RIT, Roof Operations, and 1403 Burns scheduled for August. (This project is currently on hold, the SFD is awaiting signed paperwork from the owners of the property)

5) Additional Training – The SFD will be scheduling FF Safety and Survival Training, 2Q Driver training, Basic Rope Rescue, and the SFD Training Division shall be coordinating smokehouse and I-2 training this Fall of 2010 to ensure that all our SFD members have the opportunity to obtain required training. (See Training Coordinators Report)
6) The proposed date for the annual SFD – Apparatus Rodeo is September 26th with a rain date of October 10th. These dates are good, posters have been distributed, and insurance has been obtained for this event.

7) I would like to continue ensuring interoperability by outfitting Car 1, 2, 3, 4, 5 with additional mobile radios (UHF, VHF, and 800 Band). (Carry over from last month)

8) The following radios are needed Car 1 (VHF), Car 2 (VHF, UHF, 800) Car 3 (VHF, UHF, 800), Car 4 (VHF, UHF, 800), Car 5 (UHF, 800) to ensure interoperability. (Carry over from last month)

9) I would like to re-assign Car 3 – vehicle to the future Huntington Assistant Chief position, and re-assign Car 2 – vehicle to the White Hills Assistant Chief. That will ensure that all Chief Officers will have 4x4 staff vehicles. The former Car 5 – 1997 Red Crown Vic can be placed reserve status. The former Car 7 - 2000 White Crown Vic, can be surpluses. (Carry over from last month)

10) In addition, I would like to have Car 2 and Car 3, detailed and new emergency decals applied. Both these vehicles need some TLC, due to their age. I have also instructed the Apparatus Superintendent to repair any deficiencies to these vehicles. (Carry over from last month)

11) I have been working with the SFD Officers, SPD, and EMS to update our SFD Dispatch Protocols. Training dates are being scheduled for all SFD Officers, and SPD Dispatchers and their supervisors. In addition when new dispatchers are hired by the SPD, they will begin to receive training from the SFD on the dispatch protocols through the SFD, and will be provided a tour of each firehouse. (On-going)

12) I would like the BOFC’s to declare surplus, (10) old box light batteries, and (6) non operational box lights and various broken parts of box lights, Detachable non operating PASS devices from out dated SCBA, and (1) each 14th, 16 ft, and 18 Roof Ladder, at Echo Hose, and (1) 35FT, (1) 14FT Ladder from White Hills, (2) damaged electric fans located at Central Storage, in order to further clean-up the area. (Carry over from last two months awaiting action)

13) Marine 5 are currently OOS due to a leak in the Hull. FF Mike Dunn has stated he will complete the repair for us. FF Dunn is still working on the repairs.
14) I would like to encourage that the BOFC’s support the process to obtain funding to replace Marine 5, the current Marine 5 was a donated boat from the Police Department that is over 20 years old. In addition, Marine 1 is 19 years old. A/C Tevollitz has specifications drawn up. I would encourage the BOFC’s to seek Request for Bids for future replacement. (See attached Spec’s) In addition I spoke to Police Chief Hurliman, for their support of this public safety boat, and supplied him the specifications for review too. This boat will have firefighting, surface rescue, and dive rescue capabilities. It will be maintained, secured, and under the authority of the fire department, but be made available for all Shelton Emergency Services.

15) Engine 32 has a leak in the Class B foam tank, this is covered under warranty, and the Apparatus Superintendent is working with the vendor to repair/replace. Scheduled for work starting August 2nd, 2010

16) Engine 42 has a leak in the water tank, this is covered under warranty, and the Apparatus Superintendent is working with the vendor to repair/replace. Being scheduled for repair after Engine 32 returns.

17) Tower 7 needs to have repairs made to the Water Tower, due to a leaking seal. Apparatus Superintendent Brown is working with Gowns and Knight to schedule that repair. (Carry over from previous report)

18) I would like to encourage the BOFC’s to move forward on filling the following approved budgeted positions within the fire department for Deputy Chief, Recruitment Officer, and Administrative Associate (Carry over from previous reports for action to be taken)

19) I would like to recommend that the salvageable components of the municipal fire alarm system be donated to the cities of Ansonia & Derby which still maintain a municipal alarm system. Currently, the SFD municipal fire alarm system has been de-commissioned. I have obtained a detailed list of the remaining equipment from our contracted alarms mechanics of the remaining inventory of the municipal fire alarm system. The following items that still need to be removed by our contracted alarm mechanics are the digitizers, batteries, and the fire alarm circuit wires on the telephone poles. Approximately 50% of the wires have already been removed from telephone poles over the past year. (Carry over from previous reports for action to be taken) (Final authorization letter is still needed from BOFC’s to continue)

20) Upon the surplus of old fire alarm equipment, I would like to suggest that the old Fire Alarm Room located on the apparatus floor at Echo Hose be delegated for use by the Shelton Fire Department for the office space to be used by the Assistant Chief’s until additional space can be found for use by the Chiefs. (Carry over from previous reports for action to be taken)
21) I also like to seek approval to have the contracted alarm mechanics work with our radio service provider to upgrade the fire sirens at each Fire House, to a radio controlled system. This system will be compatible with our new console at Police Headquarters, and will serve as a tertiary warning device, and could also be used during natural disasters. This function will be funded in part with special appropriations from the BOA as approved at their April meeting. (Carry over from previous reports for action to be taken)

22) (4) Automatic Call boxes, have been purchased and are available to be installed at each fire house, I am currently working with each Fire Company and IT to install these phones. These call boxes use the telephone system to activate 911. These call boxes will enhance public safety, by providing access to 911 at the front entrance to our fire stations, since our fire houses are not manned 24/7. (These phones have been delivered to each FH, and are awaiting installation).

23) SCBA Posi Checks and SCBA Bottle Hydro Testing is still in progress, numerous air-packs, masks, and bottles have been repaired or tagged O.O.S for repair/replacement. Additional funding may be needed to be secured to purchase additional repairs/replacement of SCBA. Commissioner Field, Records Keeper Chase and I have been working with the individual fire companies to acquire SCBA & Bottles that are in need of testing. (Work still in progress)

24) Marine 1 is also in need of service for a mooring cover, and bottom paint. (Carry over from previous reports for action to be taken)

25) Ladder 33 upgrades to the Window Wiper system however is still delayed, according to the vendor to repair/replace it correctly, will be costly, since the entire wiper system would need to be re-engineered, due to lack of available parts. I would encourage the BOFC's to seek estimates of work, prior to initiating this potentially costly repair. (Please see Apparatus Superintendent Report for details)

26) I would like to suggest that a preventative maintenance program and contract be developed for 2010 for all, generators, Hurst tools, and small engines (Chain Saws, Vent Saws, and ECT). This service is very important, since our tools are not run on a regular basis, thus causing the new Ethanol based fuels to separate from the gasoline causing problems with small engine operations. In addition the Ethanol is very corrosive to rubber products, such as fuel lines. This plan should be formally adopted by the BOFC's. (Carry over from previous reports for action to be taken)

27) I have developed a preventative maintenance program for are four gas hazardous material meters, thus reducing the problems that occurred this year with multiply meter failures. This plan will included contracted service every 4 – months (January, May, September) (On-going)
28) Four gas meter trade upgrades for Chief Vehicles, and Co. 1, 3, 5 as needed. I would like to have the BOFC's go out to bid for four gas Bio system multi pro meters, and seek trade in values of 3 Scott and 6 MSA four gas meters.

29) All current Bio-system four gas meters have been repaired, the (3) Scott Scout meters from Huntington Fire Company and (6) MSA meters were placed out of service, and given back to the Huntington Fire Company. They are not cost efficient to repair.

30) The Apparatus Replacement Committee has finalized their plans. Specifications for a new Squad 5, Squad 30, Engine/Quint 44, and Engine/Quint 53 are complete. I would like to encourage that we look into purchasing these vehicles to replace our aging fleet of vehicles. My only change to the proposed specifications is, that I would like to see both Rescue Trucks be identical copies of each other, this will reduce the over cost of these vehicles and will provide standardization of resources. I would like to suggest using the Huntington Specification as a template for this purchase. The only difference would be in overall height of the Rescue Vehicles, the Huntington Rescue has a height restriction due to apparatus bay height restrictions at Station #3. The (2) Engine/Quint specifications are very similar the only difference is due to length and maneuverability requirements needed for Engine/Quint 44. Otherwise these are almost identical replicas. I have met with the Mayor to discuss these purchases and distributed a modified plan that works within our Capital Improvement Plan to the Mayor and Officers Council. (Carry over from previous reports for action to be taken)

31) Update from item #30, The Chiefs Office, and BOFC's met with the BOA Finance Committee on 7/27/10. Approval was granted to move forward with obtaining bids, and the possibility of adding purchases to the Fall referendum. Specifications and vendors were submitted to the Purchasing Director on Thursday 7/29/10. Next step is to get bids back, and have the BOA place question on the Fall ballot by September 1st, 2010.

32) I would like to suggest that a BOFC's move forward with the creation of a Facilities Renovation and Replacement sub-committee of the BOFC's. I would also like to suggest that each fire company participate by assigning a Company Officer to this committee and for the committee to also include the respective Company Assistant Chiefs. I would also like the BOFC's to ask the BOA to formally consider putting together a fire house renovation/building committee and to provide funding for engineering studies. (Carry over from previous reports for action to be taken)