

City of Shelton Fire Department
Board of Fire Commissioners
Minutes of Special Meeting
Tuesday, November 14, 2006

Commissioners Present

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

Chairman Araujo called the Special Meeting of the Board of Fire Commissioners to order at 6:00 P.M. All those present rose for the pledge of allegiance.

Applicant Review

Chairman Araujo read a letter from Fire Marshal Tortora in reference to the Fire Marshal/Inspector Pre-Certification Course, it read: The packet I received from the Board of Fire Commissioners on November 9, 2006 for a recommendation to the 39th and 40th Fire Marshal/Inspector Pre-Certification Course was incomplete. I am unable to recommend anyone at this point as all resumes were not included and it would not be a fair evaluation. Should you have any questions, please feel free to contact me.

Chairman Araujo stated that the Board could do one of three things:

- 1) The Board could go through and make some recommendations for this class.
- 2) Go through applications, do some interviews, make some recommendations and submit them to the State for the next class.
- 3) Have someone sit down with the Fire Marshal and go through the applicants and make a recommendation.

The Board discussed not sending anyone to the first class due to the deadline of submitting a candidates name by November 16, 2006 but wanted to have candidates names available for the next class which the deadline is not until February.

MOTION made by Commissioner Sabatino to have both Commissioner Sekelsky and Commissioner Chase handle the next scheduled class for interviews and meet with the Fire Marshal. Seconded by Commissioner Sekelsky and approved unanimously.

Temporary Appointments

Commissioner Sabatino put this on the agenda saying it has been going round and round who is the Chief, who is not the Chief, and stated that John Millo was temporarily appointed by the Board back in June which in turn was approved by the Mayor in August for that appointment. He wanted to know what job description is being followed – the new or old one. Commissioner Sekelsky stated that the job description that was made up for the new chiefs position was thrown out by the Board, therefore, only leaving the job description from 2000 for the Chiefs position.

MOTION made by Commissioner Sabatino that John Millo is the acting chief, with all regards to State Statutes and City Charter, whatever it falls in – we are not going to limit his movement. Seconded by Commissioner Chase.

Roll Call Vote:

Those in favor: Commissioners Araujo, Chase and Sabatino

Opposed: Commissioners Sekelsky and Kosowsky

MOTION CARRIED

There was further discussion on what job description the acting chief would follow. Commissioner Kosowsky wanted to clarify what was stated before, that Commissioner Sabatino has said only the process was thrown out, not the job description the Board voted on unanimously for fire chief and approved a new chief for that position, that the Mayor refused approving appointment of that new chief, that is the job description that is going to be followed by the acting chief?

Commissioner Sabatino stated that he didn't put a term on a temporary appointment, he said he is the Acting Chief, and didn't say if he meets the job description or not.

Commissioner Sekelsky stated that there was a motion that he was to meet the 2000 job description, and that motion has never been rescinded.

Job Descriptions

Assistant Quartermaster Job Description –

Chairman Araujo stated that the guys did a great job, there was only one thing that he had, that as an assistant quartermaster the job should work under the direction of the Quartermaster.

MOTION made by Commissioner Sekelsky that the job description of Assistant Quartermaster be accepted with changes to supervision received to read: Works under the general supervision of the Quartermaster. Seconded by Commissioner Sabatino.

Discussion – Commissioner Chase felt that the Board of Fire Commissioners has to be in the job description, because you want that person to be able to report to the Board. After reviewing the description, in the first paragraph it does say carries out duties and responsibilities as assigned by the Board of Fire Commissioners or designee. Commissioner Chase was fine with the description as long as the first paragraph was left in. That was fine with the Board.

MOTION was then approved unanimously.

MOTION made by Commissioner Sabatino to follow the appointment process for the applicants for the assistant quartermasters position. Seconded by Commissioner Sekelsky and approved unanimously.

MOTION made by Commissioner Sekelsky that the Board works on an assistant chiefs job description also, besides the chiefs and deputy chiefs job description. Seconded by Commissioner Chase and approved unanimously.

Fire Chiefs Job Description –

There was a lengthy discussion. The wording of the general statement of responsibilities will be replaced with wording from the May 9, 2006 job description as well as keeping the supervision received and supervision exercised the same from the May 9, 2006 job description. As far as education and experience, the change would be from 4 years to 3 years of line officer experience.

MOTION made by Commissioner Chase that Commissioner Sekelsky and Commissioner Kosowsky put this job description together and meet with the Mayor and make the Board copies for the next meeting. Seconded by Commissioner Sekelsky as long as this is just a draft to be brought back to the companies. This is not a vote on this job description. Commissioner Chase amended his motion to say that this was a draft copy of the job description. Motion approved unanimously.

Let the record reflect that Commissioner Sabatino was out of the room at the time of this vote.

Adjournment

MOTION made by Commissioner Kosowsky to adjourn the meeting at 7:25 P.M. Seconded by Commissioner Sekelsky and approved unanimously.

Minutes submitted by Michele Lewis