



City of Shelton Fire Department
Board of Fire Commissioners

Minutes of the Regular Meeting
November 15, 2005

Commissioners Present

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

Also Present

Alderman Jack Finn
Training Coordinator Francis Jones
Captain Shaun Wheeler
Captain Nick Verdicchio
Lieutenant Steve Hoffmann
Mr. Wayne Travers – Chairman LOSAP Committee
Mr. Paul Hays - LOSAP Committee
Mr. Jim Higgins – LOSAP Committee

Chairman Araujo called the Regular Meeting of the Board of Fire Commissioners to order at 7:30 p.m. All those present rose for the pledge of allegiance.

Approval of Minutes

Regular Meeting – September 6, 2005
Regular Meeting – September 20, 2005
Regular Meeting – October 4, 2005

MOTION made by Commissioner Sekelsky to accept the Minutes of September 6, 2005, September 20, 2005 and October 4, 2005 as prepared and distributed, seconded by Commissioner Chase and passed unanimously.

Public Participation

John Finn
Alderman 1st Ward
17 Princess Wenonah Drive
Shelton, CT 06484

Good evening members of the City of Shelton Board of Fire Commissioners. I am here tonight to address the front-page story in the Connecticut Post on October 14, 2005.

Alderman Anglace and Fire Chief John Millo issued a joint press release pertaining to information where they stated, "This could be a violation of the Homeland Security Act. This is a serious breach of Security." Fire Chief John Millo said this information was "acquired illegally". They have the names and addresses but they could also have our Social Security numbers and other personal information that could lead to identity theft. This is just harmful to the safety of the firefighters and their families.

Then a letter on October 28, 2005 was published in the Shelton Weekly where Alderman John Anglace stated, "Recently Fire Chief John Millo informed him (through an e-mail) of a possible breach in the Fire Security Regulations and a possible violation of the Homeland Securities Act, that the list of the members of the Shelton Fire Department is confidential or sensitive information."

Issues get magnified at election time and reporters rush to the press to get out their stories even though they know the facts are not correct.

Under the City Charter, Chapter 6 Officers, Departments, and other Agencies, Section 6.9.3.5 Fire Chief: *The powers and duties of the Fire Chief, his assistants and deputies shall be defined by the Board of Fire Commissioners.* I requested a copy of his powers and duties. NOWHERE could I find that Chief Millo reports directly to the President of the Board of Aldermen, but rather the Board of Fire Commissioners.

Fire Chief Millo informed Alderman Anglace of the possible breach in the fire security regulations. I again requested under the Freedom of Information a copy of the Fire Security Regulations that Fire Chief Millo referred to. I have been advised that the Commission has NO defined "Fire Security Regulations or State of Connecticut Fire Security Regulations Acts". Chief Millo stated, "This information was obtained illegally". I requested a copy of the members of the Shelton Fire Department and a week later returned to pick up that information. I have never requested any information pertaining to social security numbers or

have any other personal information on the members of the Shelton Fire Department, which Fire Chief Millo alleged could have lead to identity theft. All the statements made to the media were untrue and Fire Chief Millo was aware of that when he was making those statements.

It seems that both Alderman Anglace and Fire Chief Millo were yelling fire in a crowd theater and no fire existed. Fire Chief Millo has violated the City Charter. Instead he decided to join in a political press release intended to misinform the residents of the City of Shelton. Cheap political untrue statements for political purposes are wrong and are a violation of the public trust. I have asked Chief Millo for a public apology and I am still waiting. I am aware that the review of the information provided to the Shelton Police by Alderman Anglace and Chief Millo will be coming to a close in the very near future.

There has been no violation of the Homeland Security Act. There has been no violation of the Shelton Fire Department Fire Security Regulations, as none exist. There was no social security information or other personal information, which could have been used for identity theft as alleged by Fire Chief Millo.

I expect disciplinary action by this Commission against Fire Chief Millo without interference from the Mayor's Office.

Thank you very much.

Alderman Finn left the meeting at 7:36 p.m.

Communications

Chairman Araujo reviewed the following communications with the Board:

- A letter from Mr. Tallberg regard the Alarm Systems

Chairman Araujo requested that Mr. Tallberg attend the next Board of Fire Commissioners Meeting. Mr. Tallberg has some concern regarding some damage to the Alarm System and some equipment and he is wishing to cancel his verbal contract with us effective November 15th.

Reports

Fire Chief John V. Millo

Chairman Araujo reviewed the Chief's Report with the Board. There are two items: the first item is the Hydrant on Patriot Way and Buddington Road. There is also a letter from Assistant Chief Ullrich. The Commissioners discussed the problems with the Hydrants.

Commissioner Sabatino stated that we can go to Planning & Zoning and if the wall was not listed on the original plan, they can ask them to remove the wall. Commissioner Sekelsky stated that the way the wall was built, the Hydrant is useless. Chairman Araujo stated that the next item is in regard to reprogramming the radios to include the EMS frequency. Chief Millo is stating that this has not been done yet. Chairman Araujo asked Commissioner Kosowsky if this has been done. Commissioner Kosowsky stated that he contacted Utility and they were supposed to call him with a price. The Commissioners discussed having the work done.

Fire Marshal James Tortora

Chairman Araujo stated that the Board received the Fire Marshal's Report.

Training Coordinator Francis Jones

MOTION made by Commissioner Sabatino to accept the Training Coordinator Report, seconded by Commissioner Sekelsky.

Discussion

Commissioner Kosowsky asked why City Wide Drills are only in two locations. Why don't we have City Wide Drills at all the four Stations? Training Coordinator Jones stated that he does rotate the drills. I was supposed to teach the Bloodborne Drill scheduled for White Hills but I had a personal matter and had to cancel. I apologized to the Company Captain for the problems with the scheduling. I was going to speak with the Captain regarding the I2 make-up re-certs for Company 5. I do make an attempt to rotate the classes throughout all the four Companies. Training Coordinator Jones discussed the scheduling issues with the Board. Chairman Araujo suggested creating a calendar. Training Coordinator Jones stated that it is already being done. Training Coordinator Jones continued to discuss the scheduling with the Board.

Motion Passed Unanimously

Quartermaster Jack Brand Jr.

No Report submitted.

Superintendent of Alarms

No Report submitted.

Commissioner Sekelsky

Commissioner Sekelsky stated that he has not heard back from Officers' Council regarding the Draft Assistant Chief's Job Description. Chairman Araujo stated that they requested an extension. Commissioner Sekelsky stated that Corporation Council stated that the job description was fine and we should not go backwards on requirements that we should go ahead.

Commissioner Chase

No Report

Commissioner Sabatino

No Report

Commissioner Kosowsky

Commissioner Kosowsky stated that he has a letter from Oliver Associates regarding the funding. We need to transfer money to cover the cost.

Commissioner Kosowsky stated that he did call several times regarding the EMS frequency. I talked to the EMS Chief and the radio people to see when they could do the work and the cost. EMS has our frequency in all their ambulances so we can communicate with EMS.

Commissioner Kosowsky reported that he sent out about 6 pagers for repair and I have a headset for repair and a microphone from Company 3. I put a purchase order in for batteries for pagers.

Commissioner Kosowsky stated that he has information on the Minitor V. Commissioner Kosowsky discussed some of the options with the Board.

Commissioner Sabatino stated that they installed the antenna on Engine 45.

Commissioner Araujo – Chairman's Report

Commissioner Araujo stated that on Sunday there was a pole hit on River Road and it contained Company 1's siren and they are looking for a replacement siren. Chairman Araujo requested that everyone responding to this type of incident be very careful because of the danger with the live wires.

Additions to the Agenda

MOTION made by Commissioner Sabatino to add to the Agenda under NEW BUSINESS Item H3 – Alarms Division, Item H4 – Hydrants, H5 – Recruitment and H6 – Disposition of Car 3, seconded by Commissioner Chase and passed unanimously.

Old Business**G1 – Job Description/Policies****G2 – VHF Radios for Company 4 & Company 1**

MOTION made by Commissioner Chase to table items G1 – Job Description/Policies and G2 – VHF Radios for Company 4 & Company 1, seconded by Commissioner Sabatino and passed unanimously.

G3 – LOSAP

Chairman Wayne Travers discussed the letter provided to the Board regarding the Authority to Proceed with the increase in funding for the LOSAP Program. Chairman Araujo stated that the quoted price is within our \$75,000 Budget. We discussed this at our July 5, 2005 meeting and the cost is within our Budget.

MOTION made by Commissioner Sekelsky to accept the change as stated in the letter, seconded by Commissioner Chase and passed unanimously.

Commissioner Kosowsky stated that to be very clear this is not retroactive. Chairman Travers stated that only the members current effective July 1, 2005 would be eligible for the increase.

Commissioner Sekelsky stated that in regard to the program some of the courses are not listed for credit. Aerial Operations is not listed for credit and is one of the common courses that should have a benefit.

Chairman Araujo stated that he received a call from the Benefits Representative and she would like to meet with us at the end of December.

Chairman Travers stated that there was a gap in what the Length of Service Awards Committee was able to do and wasn't able to do. What we did at our last couple of meetings was come up with a proposal that we would like you to review for the next 30-days and get back to us. Chairman Travers provided a copy of the Awards Program Responsibility

Summary. Chairman Travers and the Board reviewed and discussed the list of responsibilities.

Chairman Araujo stated that the summary is a great matrix and he would propose we put this into the Policy. Commissioner Sekelsky discussed the 20% regarding calls. Chairman Araujo suggested having a work session to discuss any issues.

MOTION made by Commissioner Sabatino to table the Summary for review until our next monthly meeting, seconded by Commissioner Sekelsky and passed unanimously.

New Business

H1 – Transfer Requests

Commissioner Kosowsky stated that we will need an additional \$4,600 to complete the radio study. We already have a Purchase Order for \$5,000. Chairman Araujo stated that Oliver Associates has already done a radio study for EMS and the Police Department. They are going to give us a frequency analysis also.

MOTION made by Commissioner Sabatino to transfer \$4,600 into the Professional Account to pay for the study, seconded by Commissioner Sekelsky and passed unanimously.

Commissioner Sekelsky stated that the lighting package for the Fire Marshal Vehicle came from our budget. Commissioner Sabatino stated that the money for the lighting package was taken from Vehicle Maintenance.

Commissioner Kosowsky stated that he is also having Oliver Associates evaluate the existing low band system to cover all points.

H2 – Meeting Dates 2006

MOTION made by Commissioner Sekelsky to have two meetings a month – the first and third Tuesday for 2006 with one Meeting in July due to the Holiday, seconded by Commissioner Sabatino.

Chairman Araujo requested one meeting a month. Commissioner Sekelsky stated that with all the Special Meetings the year before we had two meetings every month.

Motion Passed Unanimously

H3 – Alarms Division

Chairman Araujo stated that Mr. Tallberg stated in his letter that he could no longer maintain the system 24/7. He was concerned because there was a problem with the master counsel that it was damaged.

Commissioner Sabatino stated that they tried to fit the trailer at Company 1 downstairs and we cleaned out the trailer room only. We were not upstairs but he believes that we were in the room with the master counsel. Chief Millo and Commissioner Sekelsky were there and we were not in that room. We removed the Alarm Truck, boxes and garbage but the trailer did not fit. Nothing was damaged and I tried to contact Mr. Tallberg. Chairman Araujo stated that he would like Mr. Tallberg to attend the next meeting. Commissioner Sekelsky stated that Mr. Kassheimer monitors the master control everyday. Commissioner Sabatino stated that we need to move forward with removing the boxes. I would like to follow-up with getting the boxes removed and work with Mr. Kassheimer to come back to the Board with a plan. Chairman Araujo stated that Mr. Tallberg's comment is that he would remove the remaining street boxes per the agreement. I think it is imperative that we remove the remaining street boxes and I would like to meet with Mr. Tallberg. Chairman Araujo stated that he will contact Mr. Tallberg.

Commissioner Sekelsky stated that his Company would like to utilize the room. Chairman Araujo stated that is the place for the Alarm System Vehicle and we should wait. Commissioner Sabatino stated that he has some experience with the Gamewell System. I can assist and I can make sure that the system is up and running. Mr. Kassheimer can test the system but we should have someone else also. Commissioner Kosowsky suggested contacting Mr. Zito and ask if he will come back on a temporary basis until we finish the system. Commissioner Sabatino stated that he would like to follow-up with the businesses and explain the reason for removing the boxes. The Commissioners discussed the buildings that still need to come off the system. Chairman Araujo asked if anyone could work with Commissioner Sabatino. Commissioner Sekelsky stated that he sees Mr. Kassheimer 2-3 times a week. Commissioner Sabatino stated that Commissioner Sekelsky could work with Mr. Kassheimer and monitor the mechanical end and I can go to the businesses. Chairman Araujo stated that we will ask Mr. Tallberg to attend our next meeting. We will have the Quartermaster inventory the boxes and put them in storage.

MOTION made by Commissioner Sabatino to allow Commissioner Sekelsky and myself to handle the removal of the Alarm System and to contact the people necessary to maintain the system, seconded by Commissioner Sekelsky and passed unanimously.

H4 – Hydrants

Chairman Araujo stated that he would like to propose that we send a letter to the Planning & Zoning and Building Official and tell them that this Hydrant is blocked and the stonewall must be removed or the hydrant must be moved.

Commissioner Sekelsky stated that even if they move the hydrant there will still be problems. Commissioner Kosowsky asked if this is the area where they had the problem with the number of hydrants.

Commissioner Sekelsky stated that it is. Chief Millo wanted 4 hydrants and we wanted 5 hydrants and they only put in 4 hydrants. The Commissioners discussed the problem with the hydrants and the one hydrant being blocked.

MOTION made by Commissioner Sabatino that the Chairman handle the letters and follow up on the hydrant issue, seconded by Commissioner Sekelsky.

Chairman Araujo stated that he is going to send a letter to the Building Official, Planning & Zoning Commission and City Engineer and I am going to copy Chief Millo and the Public Safety Council.

Commissioner Sekelsky stated that Chief Millo is supposed to check that the hydrants are installed properly. There are also other problems with hydrants that are too low.

Commissioner Sekelsky asked if we can do anything about the opticom traffic advisors. Chairman Araujo stated that he thought at the DOT did that automatically. Commissioner Sekelsky stated that we have to request them. Chairman Araujo requested that Commissioner Chase find out what we need to do to get the opticoms. Commissioner Kosowsky stated that we have to talk to the City Engineer.

Commissioner Kosowsky stated that with the hydrants and roads, who is approving the payment of the Bonds if we have issues with fire hydrants. Commissioner Sabatino stated that the City Engineer signs off on the project and the Board of Aldermen release the bond. Commissioner Kosowsky asked if the City Engineer is calling the Fire Department and asking if everything is okay.

H5 – Recruitment

Commissioner Sabatino stated that Lieutenant Hoffmann, Training Coordinator Jones and myself have been involved in coming up with a

plan for recruitment. Lieutenant Hoffman discussed the plan at Officers' Council and has a proposal for the Board.

Lieutenant Hoffmann thanked the Board for the gift when he was in the hospital.

Lieutenant Hoffmann provided the Board with a Proposal for Recruitment. Lieutenant Hoffmann reviewed and discussed the proposal and possibility of a Recruitment Commercial with the Board.

Chairman Araujo suggested that Lieutenant Hoffmann speak with Assistant Chief Fire Prevention Ted Pisciotta.

Chairman Araujo stated that he would like this in writing and he would like to see the contract. I want to make sure we can run this on other channels, that we have access to this and we have full rights, I want to make sure that we own the master tapes.

MOTION made by Commissioner Sabatino to go forward with the Recruitment Video and during the month we review the contracts before we sign and approve them and before we go forward with any payment and to view the outline of the video, seconded by Commissioner Sekelsky.

Discussion

Chairman Araujo stated that he would also like to see the storyboard and I want to make sure that it is inclusive of all four fire Companies.

Motion Passed Unanimously

H6 – Disposition of Car 3

Commissioner Sekelsky stated that we need to do something. Commissioner Sabatino stated that they never released his job. Commissioner Sekelsky stated that we either activate him effective immediately or he sends us a resignation letter.

MOTION made by Commissioner Sabatino to reappoint Thomas DeMarco to Assistant Chief, seconded by Commissioner

Commissioner Sekelsky stated that he spoke with Thomas DeMarco and he advised me that he sent Chief Millo and Chairman Araujo a letter advising them --- Chairman Araujo stated that Thomas DeMarco did not send him a letter. If he sent me a letter, it would be here. Commissioner Sekelsky stated that Mr. DeMarco will resign effective immediately if he is put into active duty.

Chairman Araujo stated that his proposal is to post the job. Commissioner Sekelsky asked how they could post the job with no job description – Officers’ Council didn’t get back to us. Chairman Araujo stated that we can take our old job description and we caveat that the job description will change. Commissioner Sekelsky asked with three consecutive three-year terms. Chairman Araujo stated that we can post the job as an appointment until July. Commissioner Sabatino stated that we can’t do that. If we reappoint for that position, you have to go by the same job description. Commissioner Sekelsky stated that we either use the job description or we don’t.

MOTION made by Commissioner Sekelsky to send a registered letter to Thomas DeMarco asking if he is an active Assistant Fire Chief or not and if he isn’t to please send us a letter of resignation, seconded by Commissioner Sabatino and passed unanimously.

Executive Session – Homeland Security

Nothing at this time.

Remarks/Comments for the Good of the Commission

Commissioner Sekelsky stated that we all know that next month December 6, 2005 is reviews. Chairman Araujo requested that a note be sent so that everybody is prepared for their reviews.

Commissioner Sabatino asked if we are going to work on the budget also. Chairman Araujo stated that they will have a work session for the budget and work on the budget at the December 20th meeting.

Adjournment

MOTION made by Commissioner Sekelsky to adjourn the meeting at 8:45 p.m., seconded by Commissioner Chase and passed unanimously.

Minutes respectfully submitted by Patricia Kelley, Temporary Clerk