CITY OF SHELTON
FIRE DEPARTMENT

Board of Fire Commissioners
MINUTES

Regular Meeting
Tuesday, December 1, 2015
Shelton City Hall
Auditorium
7:00 P.M.

Commissioners Present:
Ben McGorty, Vice Chairman
Justin Sabatino
Donald Tagg

Also Present:
Francis Jones, Fire Chief
Timothy Hongo, Deputy Chief

A. CALL TO ORDER
Chairman Maglione called the meeting to order at 7:00 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 the Regular Meeting of November 4, 2015
   MOTION made by Commissioner McGorty to accept the Minutes of the
   Regular Meeting of November 4, 2015, seconded by Commissioner Tagg.
   A voice vote was taken; motion passed unanimously.

E. COMMUNICATIONS: Doctor’s letter re: Dolly’s return to light duty Dec. 1, 2015,
   Letter re: Justin Sabatino has election to Fire Commissioner and Nick
   Verdichio’s election to Assistant Fire Chief for Company 4.
F. REPORTS

1. Fire Chief Francis Jones: On File

   **MOTION** made by Commissioner Tagg to accept the Fire Chiefs report. Seconded by Commissioner McGorty.
   A voice vote was taken; motion passed unanimously.

2. Fire Marshal James Totora: on file

   **MOTION** made by Commissioner Sabatino to accept receipt of the Fire Marshal's report. Seconded by Commissioner Tagg.
   A voice vote was taken; motion passed unanimously.

3. Commissioner Maglione, Chairman: no report

4. Commissioner McGorty, Vice Chairman:

   Commissioner McGorty is concerned with the conditions of Company 3’s station. There is glass needed in a window near Rescue 30 that has been covered with packing tape 6 years ago and is still there. The storm windows are frozen open and the bathroom is disintegrating. He would like to invite the Aldermen to tour the building to see how poor the conditions are and to see how the towns tax dollars are flying out the window. The Chairman will send a letter to the Board of Alderman inviting them to tour Company 3.

5. Commissioner Ullrich: Absent

6. Commissioner Sabatino: No report

7. Commissioner Tagg: No report

   **MOTION** made by Commissioner McGorty to add to the agenda under **New Business:** 1) Fire Marshal/Inspector Pre-Certification Training Program and 2) EAP Program, Seconded by Commissioner Sabatino.
   A voice vote was taken; motion passed unanimously.
G. OLD BUSINESS

1. Fire Department Policy Updates  No action taken

2. Fire Prevention Coordinator

**MOTION** made by Commissioner Sabatino to have Commissioner Sabatino and Commissioner McGorty work on a new write up re: the Fire Prevention Coordinator for the January meeting, seconded by Commissioner Tagg.
A voice vote was taken; motion passed unanimously.

3. Fire Inspector  Interviews to occur during Executive Session

**MOTION** made by Commissioner Sabatino to enter Executive Session to conduct the interview of Kevin Lantowsky for the position of Fire Inspector at 7:35 PM, seconded by Commissioner Tagg.
A voice vote was taken; motion passed unanimously.

**MOTION** made by Commissioner Tagg to exit Executive Session and return to the regular meeting at 7:42, seconded by Commissioner Sabatino. No motions or votes taken in Executive Session.
A voice vote was taken; motion passed unanimously.

H. NEW BUSINESS

1. Fire Marshal/Inspector Pre-Certification Training Program

**MOTION** made by Commissioner Sabatino to accept the training announcement for the Fire Marshal/Inspector Pre-Certification Training Program with the suggested changes, seconded by Commissioner McGorty.
A voice vote was taken; motion passed unanimously.

2. EAP Program

Deputy Chief Hongo stated that the Commissioners voted to approve the program 2 years ago and nothing has been put into place. Chairman Maglione requested Deputy Chief Hongo to put together a memo re: why the program is needed and what the cost details are so it can be forwarded to the Mayor’s Administrative Assistant.
MOTION made by Commissioner Sabatino to have the Deputy Chief and the Chairman present the EAP Program information to the Mayor’s Administrative Assistant, seconded by Commissioner McGorty. A voice vote was taken; motion passed unanimously.

MOTION made by Commissioner McGorty to recess at 7:55 PM, seconded by Commissioner Tagg. A voice vote was taken; motion passed unanimously.

MOTION made by Commissioner Sabatino to enter Executive Session to conduct the interview of Jack Brand for the position of Fire Inspector at 8:07 PM, seconded by Commissioner Tagg. A voice vote was taken; motion passed unanimously.

MOTION made by Commissioner McGorty to exit Executive Session and return to the regular meeting at 8:18 PM, seconded by Commissioner Sabatino. No motions or votes taken in Executive Session. A voice vote was taken; motion passed unanimously.

MOTION made by Commissioner Sabatino to hire both candidates, Kevin Lantowsky and Jack Brand for the Fire Inspector positions with a six month probation period, seconded by Commissioner Tagg. A voice vote was taken; motion passed unanimously.

I. EXECUTIVE SESSION see above

J. REMARKS FOR THE GOOD OF THE DEPARTMENT: None

K. ADJOURNMENT

MOTION made by Commissioner Sabatino to adjourn at 8:20 P.M. Second by Commissioner Tagg. A voice vote was taken; motion passed unanimously.

Respectfully submitted,

Karen Minopoli
Karen Minopoli/Clerk