



CHARTER REVISION COMMISSION

REGULAR MEETING MINUTES

May 22, 2012

Room 104

7:00 P.M.

Commissioners Present: Jack Bashar
Steve Bellis
Frank Coyle
Ruth Ann Dunford
Patrick Lapera
Judy Miko
Ken Nappi
Bronislaw Winnick

Commissioners Absent: Anthony Metz

CALL TO ORDER

Chairman Nappi called the Regular Meeting of the Charter Revision Commission to order at 7:04 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVAL OF MINUTES

Commissioner Bashar moved to approve the Minutes of the Workshop of May 8, 2012. Commissioner Miko seconded the motion.

A voice vote was taken; motion passed unanimously.

COMMUNICATION

Commission received paperwork from Judson Crawford regarding Bidding; recommendations regarding the Fire Department from Board of Fire Commissioners and also some recommendations regarding the Fire Marshal from James Tortora. (attached)



City of Ansonia

253 Main Street
Ansonia, Connecticut 06401-1806

JO-LYNN FLAHERTY
Finance Dept
Office 203 736-5905

Planning & Zoning
Inland Wetlands
Home 203 735-6393
Leave Message

Municode

Page 1 of 1

Ansonia, Connecticut, Code of Ordinances >> PART III - The Code >> Chapter 2 - ADMINISTRATION >>
ARTICLE XXX. - BIDDING OF CITY CONTRACTS >>

ARTICLE XXX. - BIDDING OF CITY CONTRACTS

Sec. 2-197. - Bidding of city contracts generally.

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The board of aldermen shall be authorized to allow up to a ten percent differential in favor of the city-based bidder provided that where application of such a differential is to be allowed, the purchasing agent shall cause the bid document to specify the differential which will apply. On contracts for which a city-based bidder preferential is to apply, any city-based bidder which has submitted a bid shall be awarded the bid provided that such city-based bidder agrees to accept the award of the bid at the amount of the low bid. If more than one city-based bidder submits a bid not more than ten percent higher than the low bid and has agreed to accept the award of the bid at the amount of the low bid, the award of the bid will go to the city-based bidder which has submitted the lower/lowest bid. For purposes of this subsection, a "city-based bidder" shall mean a business with a legal principal place of business located within the City of Ansonia. A business shall not be considered a city-based bidder unless evidence satisfactory to the board of aldermen has been submitted with the bid to establish that said business has a bona fide principal place of business within the City of Ansonia. Such evidence may include evidence of ownership of or a long-term lease of real estate within the city from which the principal place of business is legally operated or the payment of personal property taxes on the personal property of the business to the City of Ansonia.

(Ord. of 1-8-2001)

Here is what the board of fire commissioners voted on The Fire Chief was also present and agreed on these changes. The only area left out was officers council, they gave not voted on their changes yet.

Sent from my iPhone

Begin forwarded message:

From: ullrichelectric@aol.com
Date: May 16, 2012 10:16:57 AM EDT
To: ullrichelectric@aol.com
Subject: charter changes

6.9.3 Fire Department:

6.9.3.1 Department Composition and Functions: The City shall have a Fire Department consisting of such existing fire companies and such other fire companies as may be deemed necessary or convenient by the Board of Fire Commissioners and approved by the Board of Alderman.

6.9.3.2 Board of Fire Commissioners: The Board of Fire Commissioners shall be the chief administrative body of the Fire Department. It shall consist of one (1) Commissioner appointed by the Mayor, who shall be the Chairman of the Board, and one (1) Commissioner from each volunteer fire company providing service to the Department. Company Commissioners shall be elected by the members of each individual fire company in such manner as may be provided in the bylaws thereof. Each Commissioner shall serve for a term of two (2) years.

The commissioners shall be equal in rank and authority, have one (1) vote each, and shall serve without compensation, but may receive reimbursement for reasonable and necessary expenses. The Chairman shall preside at all meetings of the Board of Fire Commissioners and shall have a vote in any matter before the Board. The Commissioners shall at the January meeting following the General Election, elect one of its members Vice-chairman of the Board of Fire Commissioners. The Vice-chairman shall act in the place of the Chairman in the event of his/her temporary disability or absence.

The Board of Fire Commissioners shall also serve as the final appeals board of the Fire Department.

6.9.3.3 Appointments:

The Board of Fire Commissioners shall appoint and may remove, subject to approval of the Mayor, a Fire Chief.

The Board of Fire Commissioners shall also appoint and may remove, subject to approval of the Mayor one (1) Deputy Fire Chief.

The Board may also appoint and may remove, subject to approval of the Mayor any other Assistant Chiefs as the Board may deem necessary or convenient to the operation of the Department.

In addition, each volunteer fire company providing service to the Department shall select one (1) Assistant Chief, meeting the requirements of the Board of Fire Commissioners. Each Assistant Chief shall serve Department wide and shall report to the Fire Chief. This appointment shall also be subject to approval of the Mayor.

The Board shall also appoint and may remove, subject to approval of the Mayor, the Fire Marshal in accordance with the procedures set forth in the Connecticut General Statutes.

The Board of fire Commissioners shall also appoint and may remove subject to approval of the Mayor, any other Deputy Fire Marshals, Fire Inspectors or other positions in the Office of the Fire Marshal as the Board may deem necessary or convenient.

The Board shall also appoint and may remove, subject to the approval of the Mayor, any other employees of the Department as the Board may deem necessary or convenient to the operation of the Department.

All appointees set forth above are subject to the rules, regulations and policies established by the Board of Fire Commissioners and in accordance with the Connecticut General Statutes.

6.9.3.4 Powers and Duties: The Fire Department shall provide for the protection from fire, provide for rescue service, aid in the enforcement of all laws and ordinances relating to fire prevention and safety. The Department shall have such other related duties as may be prescribed by the Mayor or the Board of Alderman.

6.9.3.5 Officers Council: to be determined

6.9.3.6 Fire Chief: The Fire Chief shall be the operational head of the Fire Department and shall exercise the day-to-day supervision and control over all divisions of the department as to all operational issues. The Deputy Fire Chief shall be second in command to the Fire Chief. The Fire Chief shall have all powers and duties as provided for in accordance with applicable Connecticut State Statutes.

The Fire Chief shall make Monthly reports to the Board of Fire Commissioners and the Mayor on the status of the Fire Service within the City.

6.9.3.7 Fire Marshal: The Fire Marshal shall be the division head of the Office of the Fire Marshal and shall exercise the day-to-day supervision and control over the Office of the Fire Marshal as to all operational matters. The Fire Marshal shall report to the Fire Chief consistent with the provisions of the rules, regulations and policies of the Board of Fire Commissioners. The Fire Marshal shall be responsible for carrying out the duties and responsibilities of that office in accordance with the Charter and Connecticut State Statutes.

The Fire Marshal shall make Monthly reports to the Board of Fire Commissioners and the Fire Chief on the status of the Office of the Fire Marshal in accordance with Connecticut State Statues and Department Policies.

Ken,

Please find to follow my recommendations for your committee to review. I have been a volunteer member of the fire department for over 35 years, several years as company officer and with 29 years in the Fire Marshal's Office. All my recommendations are highlighted in red and are based on your proposal labeled "2012 PROPOSED CHANGES-STRIKETHROUGH COPY (1)".

Under *Section 6.9.4.3 Fire Marshal* request to read;

The Fire Marshal shall serve as the department head of the Office of Fire Marshal and shall control and supervise the operations and staff of the office. The **Fire** Marshal shall be responsible for carrying out the duties and responsibilities of that office in accordance with the provisions of Connecticut General Statutes and this Charter. In addition, the **Fire** Marshal shall be responsible for the submission and the administration of the **Fire Marshal's** budget. The Fire Marshal shall work with the Fire Chief in implementing fire prevention planning, site ~~and~~ plan review, and fire safety within the City. The **Fire** Marshal shall make quarterly reports to the ~~Board of Fire Commissioners~~ **and the** Mayor on the status of the Office of Fire Marshal.

Under Section 6.9.3.4 Officers Council;

The Fire Department shall have an Officers Council which shall consist of the Captains and Lieutenants from each fire company, the Assistant Fire Chiefs, the Fire Marshal and a Deputy Fire Marshal. The Fire Chief shall serve as ex Officio member. The Officers Council shall serve to recommend operational policies and procedures to the Fire Chief and may recommend administrative policy to the Board of Fire Commissioners.

I will be glad to meet with you and your committee should you wish to discuss any issues. Thanks!!

chic

James M Tortora

Shelton Fire Marshal

(w) 203-924-1555 x340

(c) 203-943-9374

Sophia,

Please forward to Ken my new additions, highlighted in blue, I would recommend for the applicable charter sections below. THANKS!!!

Ken,

Please find to follow my recommendations for your committee to review. I have been a volunteer member of the fire department for over 35 years, several years as company officer and with 29 years in the Fire Marshal's Office. All my recommendations are highlighted in red and are based on your proposal labeled "2012 PROPOSED CHANGES-STRIKETHROUGH COPY (1)".

Under *Section 6.9.4.3 Fire Marshal* request to read;

The Fire Marshal shall serve as the department head of the Office of Fire Marshal and shall control and supervise the operations and staff of the office, **including the Fire Prevention Bureau**. The **Fire** Marshal shall be responsible for carrying out the duties and responsibilities of that office in accordance with the provisions of Connecticut General Statutes and this Charter. In addition, the **Fire** Marshal shall be responsible for the submission and the administration of the **Fire Marshal's** budget. The Fire Marshal shall work with the Fire Chief in implementing fire prevention planning, site ~~and~~ plan review, and fire safety within the City. The **Fire** Marshal shall make quarterly reports to the ~~Board of Fire Commissioners and the~~ Mayor on the status of the Office of Fire Marshal.

Under Section 6.9.3.4 Officers Council;

The Fire Department shall have an Officers Council which shall consist of the Captains and Lieutenants from each fire company, the Assistant Fire Chiefs, the Fire Marshal, a Deputy Fire Marshal and the Fire Prevention Officer/Assistant Chief of Fire Prevention. The Fire Chief shall serve as ex Officio member. The Officers Council shall serve to recommend operational policies and procedures to the Fire Chief and may recommend administrative policy to the Board of Fire Commissioners.

I will be glad to meet with you and your committee should you wish to discuss any issues. Thanks!!

chic

James M Tortora

Shelton Fire Marshal

(w) 203-924-1555 x340

(c) 203-943-9374

Chairman Nappi stated that the Charter Revision Commission would like to set up a Special Workshop with the Board of Fire Commissioners as well as the Fire Marshal and the Officer's Council.

PUBLIC PORTION

Mike Ullrich
Board of Fire Commissioners
9 Allyndale Court
Shelton, CT

I'm Mike Ullrich for those of you that don't know me; I'm one of the Board of Fire Commissioner members, past Assistant Fire Chief for the Shelton Fire Department and 25 years in the Department. I just want to briefly go over; you did receive correspondence from me that I emailed Sophia. We did work as a Board of Fire Commissioners along with the Fire Chief and Assistant Verdicchio who is also here from the Officer's Council to draft this document. Basically what we're looking for is to have the structure of chain of command whereas the Chief is in charge of the Department. The Board will appoint the Officers and that's where we went with this so all Departments within the Fire Department were as one and funnel through the Chief under the Board of Fire Commissioners. So we're more in line with how most departments in the City work. The Chief's in charge. If you have time please take a look at this that is our recommendation. The Officer's Council has a meeting scheduled for the 12th and hopefully they'll finalize their little section of changes and get that over to you and we'll be able to work forward with this. So again please consider us and our changes and that was voted on by members of the Board along with the Chief and Assistant Chief, so everyone's in sync. Hopefully a couple of member will speak in favor of that and we look forward to the workshop so we could further discuss all the changes that we worked on.

Chairman Nappi wanted clarification on when the Officer's Council was meeting to finalize their recommendations. Mr. Ullrich stated on June 12. He stated that he realizes that the Charter's timeframe is short; he believes that it will be minor changes but would like to get everything into 1 document.

Chief Francis Jones
199 River Road
Shelton, CT

First of all I'd like to thank the charter Revision Commission for taking on this task once again. Last time the Charter was changed was 1994 so any changes that you all now as a committee, any changes you make to the current Charter will probably last a long time. As you heard from Chairman Nappi you received proposals from the Fire Chief, the Fire Marshal and Board of Fire Commissioners. A week or two ago we did meet with Chief Verdicchio, myself, the Board of Fire Commissioners and we took some of our best proposals separately and pooled them together into a working document that we could all somewhat agree on. Like I said, this is a working document and it has to last a long time once it's finalized by the Commission and look forward to sitting down together as the Shelton Fire Department because this Charter is going to affect all its residents now, tomorrow and well into the future and also our membership now, tomorrow and into the future so we want to make sure we work together on this. In past attempts there have been many visions within the Fire Department, we've been working good together for some time now so I would encourage that the Commission brings us all together, the Fire chief, the Fire Commission, the Officer's Council, the Fire Marshal's office to the workshop so that we could all work together and make one good document for the city of Shelton and our citizens. Thanks you all for allowing me this time.

DISCUSSIONS OF PROPOSED CHANGES TO THE 1994 CHARTER

6.9.2.3. Chief of Police

- look into current contract for possible renewal; include CT Gen. Stat.

6.9.2.3. Fire Marshal

- To review recommendations submitted by the Fire Chief and receive input from the Board of Fire Commissioners and the Officers Council.

6.9.5. Office of Emergency Management

- Commissioner Bashar to verify no State changes

6.10. Justices of the Peace

- verify State Statute

6.12. Official Bonds

- verify with Corporation Counsel

6.13. General Provisions

- a. verbiage needed; verify with Corporation Counsel

7.2. Proposed Budget

- date changed from March 1 to April 1

7.6. Duties of the Board of Aldermen on the Budget; Board of Aldermen Budget

- date changed from May 10 to May 15; May 15 to May 31

7.8. Mayor's Veto Power

- a. date changed from May 15 to May 31
- b. date changed from may 15 to May 31
- c. added verbiage: of the Mayor, or upon recommendation
- d. added verbiage: of the Mayor, or upon recommendation
- f. have Finance Director explain receivable balance and next tax levy

7.10 Financial Procedures

- f. check with Finance Director

7.11. Procedures of the Chapter

- check Chapter 4 regarding State Statute

Vice Chairman Bellis motioned to adjourn. Commissioner Dunford seconded the motion.

A voice vote was taken; motion passed unanimously.

Chairman Nappi adjourned the Workshop of the Charter Revision Commission at 8:37 PM.

The next meeting scheduled for the Charter Revision Commission is a Workshop on June 5, 2012 at 7:00 PM in Room 104 at City Hall.

Respectfully submitted,

Sophia V. Belade

Sophia V. Belade
Charter Revision Clerk

1 TAPE AVAILABE IN TOWN CLERK'S OFFICE