



CHARTER REVISION COMMISSION

WORKSHOP MINUTES

July 10, 2012

Room 104

7:00 P.M.

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

Commissioners Absent: Anthony Metz

Also Present: Fran Jones, Fire Chief
Mike Ullrich, Board of Fire Commissioners
James Tortora, Fire Marshal

CALL TO ORDER

Chairman Nappi called the Workshop of the Charter Revision Commission to order at 7:10 P.M.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

COMMUNICATION

There was no communication received

DISCUSSIONS OF PROPOSED CHANGES TO THE 1994 CHARTER

Fran Jones, Fire Chief, Mike Ullrich, Representing the Board of Fire Commissioners and James Tortora, Fire Marshal joined the Charter Revision Commission in the workshop to discuss certain sections of the Charter Revision. The following was submitted to the Charter Revision Commission for review by the Fire Chief and the Board of Fire Commissioners:

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 Statutes and Department Policies.

The following was submitted on behalf of the Officer's Council for review:

6.9.3.5. The fire department shall have an Officers' Council, which shall consist of the Fire Chief, Deputy Fire Chief, Assistant Chiefs, Fire Marshall, a Deputy Fire Marshall and Captains and Lieutenants from each company. The Officers' Council shall serve to resolve operational problems within in the fire department, and shall recommend operational policy to the Fire Chief and administration policy to the Board of Fire Commissioners.

Commissioner Lopera motioned to recess. Commissioner Bashar seconded the motion.

A voice vote was taken; motion passed unanimously. The Charter Revision Commission recessed at 8:20 PM.

Chairman Nappi reconvened the workshop at 8:30 PM.

The following was submitted by the Fire Marshal for review:

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

6.9.4.3 Fire Marshal;

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 plan review, and fire safety within the City. The Fire Marshal shall make quarterly reports to the Mayor on the status of the Office of Fire Marshal.

ADJOURNMENT

Commissioner Dunford motioned to adjourn. Commissioner Coyle seconded the motion.

A voice vote was taken; motion passed unanimously.

Chairman Nappi adjourned the Workshop of the Charter Revision Commission at 8:59 PM.

The next meeting scheduled for the Charter Revision Commission is a Regular Meeting on July 24, 2012 at 7:00 PM in Room 104 at City Hall.

Respectfully submitted,

Sophia V. Belade

Sophia V. Belade
Charter Revision Clerk

2 TAPES AVAILABE IN TOWN CLERK'S OFFICE