



BOARD OF ALDERMEN  
SHELTON, CONNECTICUT  
***SPECIAL FINANCE COMMITTEE – JULY 27, 2010***

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**Call to Order / Pledge of Allegiance**

Alderman Stanley Kudej, Chairman, called the Special Finance Committee meeting to order at approximately 7:15 p.m.

**Roll Call - Finance Committee**

Alderman Stanley Kudej, Chairman, present  
Aldermanic President John F. Anglace, Jr. - present  
Alderman Anthony Simonetti – present

Others present:

Alderman John "Jack" Finn  
Alderman Lynne Farrell  
Alderman McPherson  
Corporation Counsel Tom Welch  
Administrative Assistant Thomas Taylor

**Public Session**

Alderman Kudej asked if any member of the public wished to address the committee. Being none, he declared the public session closed.

***Presentation of Energy Performance by Johnson Controls.***

**1. Approval of Minutes**

Alderman Simonetti MOVED to waive the reading and approve the minutes of the Finance Committee meeting minutes of June 22, 2010; SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

**2. August Statutory Refunds**

Alderman Simonetti MOVED to recommend to the Full Board that the report of the Tax Collector relative to the refund of taxes for a total amount of \$9,596.84 be approved and that the Finance Director be

directed to make payments in accordance with the certified list received from the Tax Collector with funds to come from the Statutory Refunds Account 001-0000-311.13.00. SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

### **3. Transfer Station Fees**

Alderman Anglace stated, I spoke to Mr. DiMauro and he is still researching and collecting data. He wants to put everything together before he comes back and he'd like to put it off for another month. In the meantime, what he has directed them to do is that any city resident who goes into the landfill with construction debris, provided that they bring with them the permit that they have taken out for the project, will not be charged. No action taken.

### **4. Nike Site Building Roof Replacement**

Alderman Simonetti MOVED to recommend to the Full Board to add the purchase of building materials for the installation of a new roof at the Nike Site to the Capital Improvement Plan with funding in the amount of \$43,921.45 to come from LOCIP; SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

Alderman Kudej stated, we have something here from ADI East for \$21,000.

Alderman Simonetti stated, that's for the trusses.

Alderman Anglace stated, the trusses, roofing, siding and knee wall materials total \$43,921.45. We are going to do the rest in-house.

### **5. Capital Improvement of Fire Apparatus**

Good evening. My name is Bruce Kosowsky, I am one of the members of the Board of Fire Commissioners. We have here Commissioner from Company #3 - Marc Connelly; from Company #1 - John Sonsini. Also in attendance are two assistant chiefs, one from Company 4 and Company 5 and the Chief of the Fire Department, Francis Jones.

The Board of Fire Commissioners, at one of our meetings, discussed purchasing new apparatus. We are looking to replace four vehicles: two

rescue trucks that are presently 25 years of age: one pumper that's 24 years and one ladder that is 33 years old. They are basically an 85 and 86 and 1997. We are here tonight to ask you what type of method of funding is available so we could proceed with this. We have specifications from the officer's council membership, which is the companies, chief's office, assistant chief, and one of the assistant chiefs here tonight is the chairman of that, and they looked at vehicles, drew up specifications, two heavy duty rescues and two quint type vehicles. This is a combination vehicle that has a pump on it, it has a ladder and it has support ladders on it. Your heavy duty rescues are your support equipment that we bring if, vehicle (inaudible) equipment, equipment that is needed for fire suppression activity. It has lighting on it, it supplies air, cascade system for air, naturally has a generator on it so you can supply lighting at the scene if necessary. So, what we are looking for is, how should we proceed? Should we go out to bid? Obviously four trucks, budgetary figures are looking at between \$3 million to \$4 million depending on where the bids come in and also the fact that there has been some environmental changes with the diesel engines which may add some cost to the vehicles. As you are all aware we no longer have that ordinance, the replacement fund. So, that method is not there for us. So, what is the method we could use to purchase four vehicles? I figured I'd come to the Finance Board first to see if this is something that could be done, in more than one year, two years? We are looking for your input. It's a plan. Alderman Anglace I remember that many years ago you worked on a refurbishment program when you were on the Board of A&T. So, we are looking at what process do we use going forward? Obviously there is an expense to go out to bid, so we want to make sure that we advertise properly, copies of specifications to go out to bid also. Is this something that would have to go out to referendum? Is this above and beyond the bonding issues?

Alderman Anglace responded, Stan, with your permission I'd be glad to give them an outline. Your recent history, within the last two years, you followed very good procedure when we had to repair Tanker 59. That was outlined in a memo from the fire chief to the City of Shelton, Board of Aldermen dated April 21, 2009. A good memo. A good procedure. It worked out fine. The command vehicle approach was done almost the same way in October of 2009. The other example I have is May 28<sup>th</sup>, the fire gear. This was also initiated by the fire chief and it included everybody, mayor, fire chief, and the board of fire commissioners.

Everybody had a say in it. You gathered all your information. You figured out what you wanted to do. You reached a consensus and then when you knew how much money it was, then you came to us and we said here is how we are going to do it. Now different amounts of money are going to require a different approach. If you are looking at two or three million dollars to buy some apparatus then it's got to go to referendum. I think you collectively need to get together. Get all your players on board and you can go out to bid to get pricing without making any commitments. I think the shining star in the fire department has been your handling of Tanker 59. I think that was a brilliant, time consuming, yet very appropriate project. You guys had everybody involved. You had an excellent product when you were finished.

Mr. Kosowsky responded, that was a smaller bonding issue. The last time we made a major purchase like this was the 2004 rescue pumps.

Alderman Anglace stated, if you are talking four or five trucks, whatever you are talking about, then you have to follow the same procedure.

Mr. Kosowsky stated, we can go out to bid, that's not a problem. What we are looking to find out, is there support on this?

Alderman Anglace stated, you can't get our support before you have the facts. You can't expect that.

Mr. Kosowsky responded, well, we have the specs.

Alderman Anglace asked, are you saying you would like us to commit to go out to bonding? We don't even know how much we are talking about.

Mr. Kosowsky stated, can we go out to bid and come back with a price and we are looking at the Capital Improvement side because it's been in our Capital Improvement Budget. It's a considerable amount of money that we are looking at for four vehicles. That's the point we are trying to bring up. It's not like the \$150,000 we...

Alderman Anglace stated, before it comes back to us, you get the Fire Chief, the Board of Fire Commissioners and the mayor on board. Everyone in agreement and then you come back to us. Then we decide which way we have to go to finance this.

Alderman Simonetti asked, these would be replacement vehicles for the vehicles that are there now and those would be donated or used for parts for something else?

Commissioner Kosowsky responded, we haven't talked about donating anything like that. They would be replacement. Then there would be additional vehicles that we are talking about on that list. We are trying to get a vehicle that is multi-purpose. We are also looking at that too. Right now we have a tower that we bought back in 1995. Then we have a used ladder that we bought and it was an 81 and it was refurbished. That's in Company 3 but that's a specific size to fit in that building. We have to look at all different approaches here because we have to fit the truck in the building. So the specs are a little different and we are also concerned about the pricing because of today's economic conditions.

Alderman Simonetti stated, it might be a good time to look at vehicles. They might be careful with their pricing because they aren't selling as many trucks.

Commissioner Kosowsky stated, but the funding aspect of it would definitely be referendum?

Alderman Simonetti responded, as I see it now, yes a referendum. I don't see how it can fail as I think the city will always back our firemen.

Commissioner Kosowsky asked, we would exceed the bonding limit, correct?

Alderman Simonetti stated, our bonding limit was \$2 million...

Alderman Finn asked, Mr. Kosowsky, you are asking for a new squad (inaudible). Now both those trucks are down, more than they are up?

Commissioner Kosowsky responded, yes, we have issues with those. Yes.

Alderman Finn asked, and Ladder 33 I am told gets towed back to the firehouse almost every time it goes out?

Commissioner Kosowsky stated, well the ladder we are looking at is a 77 which has been (inaudible) from 100 to an 80.

Alderman Finn stated, I am trying to point out that the trucks are tired and they are old.

Commissioner Kosowsky replied, yes.

Alderman Simonetti stated, I think as part of your presentation to us when you are asking for the trucks is to say what you are spending on repair, time, etc.

Commissioner Kosowsky stated, that's not a problem. We'll go out to bid and we will try and get the best price we obviously can and we'll come back to you with the bid price and then that's about as far as we can go on that part of it. But we just wanted to make sure that you are aware that we are looking at a considerable amount of money on the purchase of these four vehicles.

Alderman Finn asked, with the two trucks, how would that affect the fire rating that we have?

Commissioner Kosowsky stated, well it depends. The ladder response I believe is a mile and a half from the fire stations. You are talking about commercial establishments. Basically that type of vehicle would help out the fire suppression side. It's multiple use with all the buildings we have in the city and the size of the houses we have now. So it gives a ladder a compliment more than we have on regular pumper, so the type of vehicle they are looking at, and they did a lot of research on it, would supplement the ladder capabilities from the other two companies coming down to where you need them the most. Like in this area here we have buildings that are above a 35 foot ladder. The quints would be a definite help for fire service, that's why they looked at that type of vehicle. We are trying to get where we have a pumper, a type of vehicle like a rescue pumper that have a specific job, this would backup the pumpers, carry hose, be capable of carrying water. You are just limited to how much water you can put on them when you have that type of a ladder on it. If you want copies of the specifications, we can supply you with those. We can give you pictures, we can supply you with any information. We just wanted to make sure we were on the right process because years ago we had an ordinance and that's not there any longer.

The officer's council did a lot of work on this, getting the specifications, reviewing vehicles, and the next process is how are we going to fund it.

Chairman Kudej invited Chief Jones to speak.

Chief Francis Jones stated, thank you Board of Aldermen for this opportunity. As Commissioner Kosowsky spoke about, it's been a team approach in the past 22 months I have been chief. We have many needs in the fire department just as all other municipal departments, there are many needs. The proper process is one step at a time. Can't eat the whole elephant in one bite. You have to eat it in small little bites. That's our approach to the Chief's office to the Officer's Council to Board of Fire Commissioners. Taking it one step at a time. Some of those needs, as discussed as in previous years, fire gear, as Alderman Anglace pointed out, the tanker replacement, we had some staff vehicles that we needed. Those are the small steps we are taking to take care of these needs. The gear is on order, 75 sets, that's going to put us in a nice position as we move forward. We could build on that going forward. Those 75 sets, thank you for those. Some of the other needs we have are apparatus. More pieces of the elephant that we have to keep nibbling at. Since last August, the officer's council's truck committee that was assembled, they spent two to three nights a month working to put together a plan for the City of Shelton Fire Department. This plan took into account a study that was authorized back in 2000 by the Board of Aldermen and the Fire Department as to how to reduce some of our aging equipment at that point in time and how to come up with newer equipment with multiple uses and better serve our department, not only today but 10, 15 to 25 years in the future. So the officer's council, the individual fire companies, the chief's office and the board of fire commissioners, we all have worked hard on this project. This project follows the six-year capital improvement plan that we presented this last budget year to the Board of Aldermen. It's included, these apparatus needs. It's not only these four vehicles we are talking about but also replacement of our air packs. Our air packs in three years meet their life cycle and they will not be up to current safety standards. Most of the cylinders that go on the air packs will be obsolete three years from now. So part of our six year capital improvement plan and apparatus replacement is all encumbersome in this plan. So this is just one section of it, this apparatus replacement. Since it has not gone out to bid yet, we went out, spoke to vendors and came up with a ballpark figure. I have that. I will present it to the clerk for the board's

viewing. The approximate cost is about \$3,375,000 at this point in time. That would account for replacement of the 1985 rescue truck at Company #1, the 1986 rescue truck at Company #3 which the city saved a lot of money back in 1986 because most of that truck was funded by the Huntington Fire Company through donations. So, that was basically a free vehicle to the city of Shelton 25 years ago. The 1977 ladder truck at Company #1 and the 1986 engine at Company #1 in addition it would take two other 1990 and 1991 trucks and place them into reserve status and replace one of the trucks. So, we will be using these other trucks in reserve status instead of frontline pieces. So basically it's four apparatus for replacing six vehicles. Just to put it into perspective, some of my firefighters that are driving these trucks weren't even born when purchased. One of them is 33 years old. I asked the Superintendent of Apparatus to join us tonight in case the board had any questions. Every year these trucks have to go out and get certified, especially the ladder trucks. Every year the board of fire commissioners and the chief's office, we grin and bear it because are they going to pass certification? Is it going to be an immediate purchase like the tanker was? Or, are we going to make it one more year? Well, we are still making it that one more year but every year the report comes back and says ladder trucks are not meeting current (inaudible) standards. Probably none of us in this room are driving around in cars with lap belts in them. All these trucks have lap belts. They don't have three point restraints. They don't have anti-lock breaks like the new generation fire trucks. Their wheels are made of a new type of rubber than the newer type of wheels. There are a lot of safety features that are not on these trucks. There are open cabs where the fire fighters sit in the jump seats. There is nothing but a lap belt and a mansaver bar. You aren't totally enclosed. So, there are a lot of safety issues that's why we are all pretty passionate, and all here tonight trying to move the process forward. It was my hope, just like the previous projects we worked on the past 18 months, that we put together a nice plan, the fire fighters, the commission, everyone has worked together. We are putting together that plan for you. I believe the next step is to go out to bid, on the advice from the board here, so we have some solid numbers. If possible, I know we have a deadline of September 1 to put it on for the referendum, if we could work some numbers in and get the team together, I'd really appreciate if we could all work together to hit that September 1<sup>st</sup> deadline.

Alderman Anglace stated, what I think you have to do, I think you have to make sure to get the numbers and then get the operations side of the fire department, which is your group, the board of fire commissioners and the mayor all on the same page with this thing and we'll then do a special meeting to pull this thing together. Get that part done.

Chief Jones added, thank you for the opportunity and helping us develop that pathway to success.

Alderman Finn asked, Alderman Anglace, just for reference if you want something on the ballot it would be 90 days prior to the election so you are looking at some time in August.

Chief Jones asked for more firm dates so they would be able to get it on a Board of Aldermen meeting agenda.

Alderman Anglace stated, we'll do a Special Meeting.

Alderman Simonetti replied, Special Meetings have to be announced 24 hours in advance.

An unidentified gentlemen from the fire department stated, I don't want to waste any more time but for the first time in many years you have a unified department, the commission and the chief's office and the membership. There was over 500 hours of labor put into the specifications. That was an effort by everyone here on both sides of the table.

No action taken.

## **6. Merit System Employee Increase**

Alderman Kudej invited Tom Taylor to the podium.

Tom Taylor stated, thank you very much for having me come before the committee. My name is Tom Taylor, administrative assistant, and this is in reference to the Merit System Salary Adjustment.

Pursuant to Section 5.6 of the Merit System and Personnel Rules, each fiscal year the Board of Aldermen upon recommendation of the Mayor shall establish a budget for salary increases for non-union employees. Mayor Lauretti concurs with my recommendation that a 2.75% percent salary increase be approved by the Board of Aldermen to be distributed and described in the referenced section. The total cost would be \$35,223 based on current annual salaries of \$1,280,857. Section 5.2 of the Merit System and Personnel Rules requires me to review the current salary schedule. If the merit increase recommended is approved, fully one third of the staff listed would be beyond the current schedule. I've included a suggested motion. I've also included as part of this particular request for the Merit System employees that we further add an additional \$10,000 life, accidental death and dismemberment insurance benefits so it would be a total of \$30,000 effective in January 1, 2011. This benefit then would be reduced by 50 percent when the active Merit System Employee reaches age 70 in accordance with current insurance policy of Boston Mutual.

Alderman Simonetti asked, how many employees will be affected by this?

Tom Taylor replied, 26.

Alderman Simonetti asked, do they have to be working at 70 years old for the benefit to be in place? The benefit follows them if they retire at 65?

Tom Taylor replied, for this specific recommendation this would be for active employees.

Alderman Simonetti asked, how many people do we have over 70 working for us?

Tom Taylor replied, six.

Alderman Anglace stated, city employees are not required to retire at a certain age. So if they stay on over age 70 the policy is that the life insurance reduces because that's when the amount of cost zooms up.

Alderman Anglace MOVED to recommend to the full board to increase the total compensation for non-union Merit System Employees by an

amount not to exceed \$35,223 which is to be allocated pursuant to Section 5.6 of the Merit System and personnel rules, effective July 1, 2010. Further move to amend the salary schedule for non-union employees with a recommended increase for all classes at 2.75 percent, effective July 1, 2010. Further, move to increase the active Merit System employee life and accidental death and dismemberment insurance benefit to \$30,000 effective, January 1, 2011. This benefit will be reduced by 50 percent when the active Merit System employee reaches age 70 in accordance with current insurance policy; SECONDED by Alderman Simonetti. A voice vote was taken and the MOTION PASSED 3-0.

Alderman Anglace stated, you have current rate ranges and no matter what percentage, if somebody is at the top of the rate range, if you give one percent increase they can't get it unless the rate range is moved. Every year we move the rate ranges usually a percentage and that's what this 2.75 percent represents so that people can be reviewed on a merit basis.

#### 7. Gale Literature Database for Library – Waiver of Bid

Alderman Simonetti MOVED to recommend to the Full Board to waive the bids for the purchase of the Gale Literature Database for the Plumb Memorial Library and Huntington Branch Library, per the recommendation of the Purchasing Agent. Seconded by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

Alderman Anglace stated, this money is in their budget. I believe they are a sole vendor but we are doing it just to be on the safe side.

#### **Adjournment**

At approximately 8:05 p.m. Alderman Simonetti MOVED to adjourn; SECONDED by Alderman Anglace. A voice vote was taken and the MOTION PASSED 3-0.

Respectfully submitted,

Theresa Adcox  
Clerk, Board of Aldermen