CITY OF SHELTON
SHELTON FIRE DEPARTMENT
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING MINUTES
TUESDAY, June 14th, 2011
7:30 P.M., Room 204

Commissioners Present:
Tim Manion, Vice-Chairman
John Sonsini, Commissioner
Ben McGorty, Commissioner
Gary Field, Commissioner

A. CALL TO ORDER
Vice-Chairman Manion called the BOFC regular meeting to order at 7:35 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 Regular Meeting May 3rd, 2011

Commissioner Sonsini motioned to table the minutes of the May 3rd, 2011 meeting. Commissioner Field seconded the motion.
A voice vote was taken; motion passed unanimously.

E. COMMUNICATIONS
Vice-Chairman Manion went over five communications he had received.

1. He went over communication that he and Chief Hurliman would be going over at 9 a.m. next morning on the new radio system.

BUSINESS RADIO LICENSING

Modifications/Notifications

30251 Golden Lantern, Suite E #501 Laguna Niguel, CA 92677-5993

(949) 348-8510 (800) 783-9006 FAX: (949) 348-8514 web site: *businessradiolicensing.com*

Dear Licensee,

Please find enclosed a reference copy containing license information of one of your existing FCC call signs. Since we last contacted you changes to your license may have occurred. The majority of licenses will require modifications during their ten-year license grant. During the term of your license grant many components of a license will change and licensees continue to operate under old parameters of original granted license. **Also, many licensees are currently modifying their licenses add narrowband emissions to comply with 2013 deadline**. It is the sole responsibility of the license holder to notify the FCC if any component of their radio license has changed. If you have major modifications to your license and do not file the appropriate application to make that modification you are operating illegally and are subject to being fined by the FCC.

License changes requiring Modification or Notification

Types of changes requiring an administrative update-
Mailing address change
Name Change/Contact Person
Change in Control Point

Types of changes requiring a major modification-
Change of Ownership
Change in Transmitter location
Add/Delete transmitter locations
Change in Transmitter Antenna Height
Increase/Decrease number of radios
Increase/Decrease output power
Change in Area of Operation

To have any changes or modifications completed follow the instructions listed below:

A. Check the information contained on the **Radio License Information Sheet** enclosed and **note any changes on back page of License Information sheet or directly on Radio License Information sheet**.

B. Also include Contact person, phone & fax number on back of **Radio License Information Sheet.**

C. Enclose processing fee of **$110.00** made payable to: ***Business Radio Licensing*** or complete the credit card request form on the back of this page.

D. **Return Radio License Information Sheet showing changes** including check in the return envelope provided.

If you receive more than one of these letters from ***Business Radio Licensing***, each will refer to different call signs held by your company and should be handled separately concerning processing fees. ***Additional processing, frequency coordination & FCC filing fees may be applicable if changes are a major modification.*** If there are no changes required to your license as shown there is no fee required and it is not necessary to return these forms stating no changes. By giving us your signature on back of license information sheet where indicated will allow us to file your application for the changes indicated. If needed, by signing this form you are giving us permission to reset the password attached with FRN.

Should you have any questions concerning your license or licensing requirements you can call our office between the hours of 8:00AM and 3:00PM Pacific Time Monday through Friday ***toll free at (800) 783-9006 or you can e-mail us at info@businessradiolicensing.com or visit our web site at businessradiolicensing.com.***

Business Radio Licensing ***Not affiliated with US Government/Agencies***

Radio License Information Sheet

Callsign: KCE518

DBA Name: Shelton, City of
Contact : Fire License
Address: 54 Hill Street
Shelton, CT 06484
Radio Svc: PW

Grant Date: May 25, 2005
Expiration: Jun 14, 2015
Print Date: May 23, 2011
Phone: (203) 924-5939

Contact Information: Business Radio Licensing
30251 Golden Lantern, Suite E #501
Laguna Niguel, Ca 92677-5993
(800) 783-9006

Fixed Transmitter Locations

Address: None
City: None
Latitude: 000000
County: None
State: None
Longitude: 0000000
Ground Elevation: 0.0

Address: 27 Waterview Drive
City: Shelton
Latitude: 411744
County: Fairfield
State: CT
Longitude: 0730501
Ground Elevation: 122.0

Address: 2 School St
City: Shelton
Latitude: 412000
County: Fairfield
State: CT
Longitude: 0730848
Ground Elevation: 186.0

Address: 722 Long Hill Ave
City: Shelton
Latitude: 411530
County: Fairfield
State: CT
Longitude: 0730604
Ground Elevation: 37.0

Address: 44 Church St
City: Shelton
Latitude: 411930
County: Fairfield
State: CT
Longitude: 0730628
Ground Elevation: 56.0

Address: Kings Hwy 200 E Of Walnut St
City: Shelton
Latitude: 411840
County: Fairfield
State: CT
Longitude: 0730558
Ground Elevation: 58.0

Address: 85 Wheeler Street
City: Shelton
Latitude: 411912
County: Fairfield
State: CT
Longitude: 0730651
Ground Elevation: 91.0

Mobile Areas Of Operation

Operating within a radius of 40.0 KM around Kings Hwy 200 E Of Walnut St, Shelton, CT.

Control Point

Control Point: 85 Wheeler Street Shelton Fairfield Ct

Control Phone: (203) 924-5939

(Continued on Page 2)

Show changes below that require modification/notification to current FCC call sign

Change of Ownership:_____

Change in Control Point:_____

Change in Transmitter location:_____

Add/Delete transmitter locations:_____

Mailing address change:_____

Name Change/Contact Person:_____

Change in Transmitter Antenna Height:_____

Increase/Decrease number of radios_____

Increase/Decrease output power:_____

Change in Area of Operation:_____

Add narrowband emissions to comply with 2013 deadline: Analog only____ Digital only____ Both Analog & Digital____

Cancel License (**Fee for this filing is $50.00**) Print cancel license across this form, sign & print your name below.

*****Signature/Contact Person:** _____
(Sign & Print name here with Title)

*****Phone:** _____ *****Fax:** _____ E-Mail:_____

PARTIAL LIST OF STANDARDS FOR ASSESSING FCC FINES FOR VIOLATIONS-LAND MOBILE

VIOLATIONS	FINES
Operation or Construction without a valid FCC License or Authorization	$10,000
Misrepresentation	$10,000
Failure to comply with prescribed lighting	$10,000
Unauthorized substantial transfer of control	$8,000
Violations of Rules relating to distress & safety frequencies	$8,000
Failure to permit inspections	$7,000
Violations of operator requirements	$7,000
Malicious interference	$7,000
Failure to respond to Commission communications	$7,000
Importation or marketing of unauthorized equipment	$7,000
Transmission of indecent/obscene material	$7,000
Exceeding Authorized antenna height	$5,000
Unauthorized discontinuance of service	$5,000
Use of unauthorized equipment	$5,000
Exceeding power limits	$4,000
Using Unauthorized frequency	$4,000
Unauthorized emissions	$4,000
Unauthorized discontinuance of service	$4,000
Failure to engage in required frequency coordination	$4,000
Failure to file required forms or information	$3,000

Callsign: KCE518 G

Shelton, City of
Fire License
54 Hill St
Shelton, CT 06484-3207

2. Communication from Chief Wilson on the Apron of Company 1.

Tim Manion

From: p.wilson@cityofshelton.org
Sent: Saturday, June 11, 2011 8:12 PM
To: Commish 1; Commish 1; Commish 3; Ben McGorty; Commish 5; Tim Manion; Gary Field
Cc: Car 4; Car 3; Car 2; Car 5; 902; 402; 101; 102
Subject: Apparatus relocation

Commissioners,

With the repairs of Company one's apron right around the corner (we hope), it will be neccesary for all of the apparatus to be removed from the bays. Arrangements have been made to provide the following relocation for the duration of the repairs.

Engine 4 to Company 4
Ladder 1 to EMS
Squad 5 to EMS
Truck 9 to the old mechanics bay
Engine 2 and Tower 7 to the rear of station 1

We will need at least 72 hrs notice as to when the work will take place. EMS will be clearing some space for us and we need to prep them and assist in the work detail. Also, Captain Van Wart and Lieutenant Placan will need to establish 24 hour crews for the duration of the work detail as the apparatus will be kept out side. A power source will need to be arranged as well for a shoreline.

Should you need any other information, feel free to call me at any time.

Yours in service,

Paul J. Wilson
Assistant Fire Chief
Shelton Fire Department
p.wilson@cityofshelton.org

3. Senate bill 1099 – from Training Coordinator and Asst. Chief Wilson.

Substitute Senate Bill No. 1099

Public Act No. 11-47

AN ACT CONCERNING THE UNAUTHORIZED TAKING OR TRANSMISSION BY FIRST RESPONDERS OF IMAGES OF CRIME OR ACCIDENT VICTIMS.

Be it enacted by the Senate and House of Representatives in General Assembly convened:

Section 1. (NEW) (*Effective October 1, 2011*) Any peace officer or firefighter, as those terms are defined in section 53a-3 of the general statutes, or any ambulance driver, emergency medical responder, emergency medical technician or paramedic, as those terms are defined in section 19a-175 of the general statutes, who responds to a request to provide medical or other assistance to a person and, other than in the performance of his or her duties, knowingly (1) takes a photographic or digital image of such person without the consent of such person or a member of such person's immediate family, or (2) transmits, disseminates or otherwise makes available to a third person a photographic or digital image of such person without the consent of such person or a member of such person's immediate family, shall be fined not more than two thousand dollars or imprisoned not more than one year, or both.

4. Full Board of Alderman – Funding for fire department for radios and remainder of gear purchase.

Tim Manion

From: Theresa Adcox [boaclerk@cityofshelton.org]
Sent: Tuesday, May 17, 2011 3:45 PM
To: Joel Hurliman; Thomas D. Taylor; Tim Manion; Lou Marusic; Sharon Scanlon; Teri McGehan
Subject: BOA Full Board Meeting - Thursday, May 12, 2011 - Item 9.8 Funding for Fire Department - Radio System and Turn Out Gear

BOA Full Board Meeting - Thursday, May 12, 2011

To: Tom Taylor, Tim Manion, Lou Marusic, Sharon Scanlon, Chief Hurliman, Teri McGehan (Robinson & Cole)

9.8 Funding for Fire Department – Radio System and Turn Out Gear

Alderman Anglace MOVED to appropriate $150,000 for the radio system and turn out gear for the Fire Department with furding to be provided by bonding, pursuant to Section 7.16 of the City Charter; SECONDED by Alderman Kudej.

Alderman Anglace asked that the Mayor briefly explain how they're going to break up the numbers between the radio system and the turn out gear.

Mayor Lauretti explained, I don't have specific numbers but I know that it's more skewed toward the radio system. That's been an ongoing issue for a number of years. They're going to need some seed money to implement the changes that are going to take place when they switch to the new frequency. I want to make sure there is funding in place to do that, as well as have the funding for the turn out gear, particularly the amount of money that was mentioned during the budget hearings. With respect to the radio system, the Public Safety Council, which is made up of a variety of City personnel in the public safety sector, is going to oversee implementation of the radio system. The Chief of the Fire Department will be on board as well.

A voice vote was taken and the MOTION PASSED 7-0.

5. Appointment of Fire Chief
Vice-Chairman Manion read letter aloud that was sent to the Mayor. Stated it would be discussed later in meeting.

BOARD OF FIRE COMMISSIONERS
54 Hill Street
Shelton, CT 06464

To: Mayor Mark Lauretti

From: Commissioner Manion

Re: Appointment of Fire Chief

Date: 5/5/2011

Mr. Mayor

It is with great pleasure that the Board of Fire Commissioners announce that we have made an appointment for the position of Fire Chief for the City of Shelton. The board voted 4 to 0 to appoint past assistant Chief Mike Ullrich to the job of chief starting July 1 2011. Per the City Charter you have the final approval and we (the board) hope that you will approve our appointment. We have gone through great strides to get to this point and are hoping for a smooth transition. We thank you for all your input during this trying time and will answer any questions you may have regarding our decision.

CC: Administrative Assistant
Officers Council
Human Resource
BOFC

Respectfully Submitted,
Tim Manion
Vice-Chair
BOFC

Denied
MaL
5.24.11

F. REPORTS

1. FIRE CHIEFS REPORT

NONE

2. FIRE MARSHAL JAMES TORTORA

NONE

3. TRAINING COORDINATOR JOLYNN VANWART

City of Shelton Fire Department
Training Coordinator

To: Board of Fire Commissioners
From: Jo Lynn Van Wart
Subject: Monthly Report – June 7, 2011

Commissioners,

The following is the Shelton Fire Department training report for June 7, 2011

Training:

- FF1- final state practical was May 22nd.
- 3 SFD members attending the FF1 program at Monroe FD
- 2 SFD members attended the Swift water Rescue Tech class in Trumbull
- Fire Service Instructor 1 is currently in progress—practical exam 6/12
- Training on hybrid vehicles was given on May 18th. Hosted by Co#3 and taught by Delphi through Fair Auto Stores. 43 SFD members attended.
- Ongoing rope rescue training is being held at Co#4

Future Training:

- Advanced EVOC class during July or August
- Incident Safety Officer—day and evening August/September
- FF2
- FO1

Miscellaneous Items:

- Legislative Update-
  - The Department of Public Safety is now the Department of Emergency Services and Public Protection—CFPC will be under this department
  - If union members do not vote for the concession package (and many are voting NO), there is a possibility that the CFPC will be shut down effective 7/1/2011, and there will be thousands laid off
  - The Govenor's advisors feel Fire Department training as well as Police Officer training should be done locally. This will have a huge impact on our training.
  - The State Fire Marshal's office as well as all FM training will be moved to the Dept. of Construction Services.

4. QUARTERMASTER REPORT

NONE

5. COMMISSIONER SONSINI

Commissioner Sonsini stated that bill they discussed was taken care of. He stated that the City is no longer responsible for bill. Commissioner Sonsini talked about the Apron and how the City Engineer came out. Commissioner Sonsini wanted to thank **Fire Marshall Totoria** for bringing issue up at public safety meeting and they took his suggestion and brought the engineer down. Board would like to thank him personally.
Commissioner Sonsini would like a copy of all correspondence from the last six months that went from Board to Mayor's office or City Engineer about the Apron. Last thing, training requests policy – Commissioner Sonsini feels Board should review the policy.

6. COMMISSIONER FIELD

Commissioner Field talked about Hose Testing. He also discussed that they are looking for Car 4 to be used up in MA. Lastly, he requested that minor repairs be done at Tracey's.

7. COMMISSIONER MANION

Commissioner Manion went over Hose testing. Need to go out to bid ASAP. Ladder testing is complete also. Marine 1 is being worked on.

8. COMMISSIONER MCGORTY

Commissioner McGorty went over Engine repairs. Tower 7 repaired. Engine 33 went out for wipers. Squad 30 going out for radio. Engine 4 getting DOT – should be back tomorrow. Ladder testing is complete. Commissioner McGorty gave out copies to the Commissioners.

G. EXECUTIVE SESSION – CHIEFS APPOINTMENT (MOVED TO OLD BUSINESS)

H. OLD BUSINESS

1. MARINE 1

Authorized work to be done on Marine 1, should be done soon.

2. QUARTERMASTER AND TRAINING COORDINATOR INTERVIEWS AND APPOINTMENTS

Vice-Chairman Manion went over problems with posting of positions. Time frame was not long enough. Only three applications came in and they want at least five.

3. POLICY REVIEW

Please go over first three in book so we can approve.

4. CHIEFS APPOINTMENT (MOVED OUT OF EXECUTIVE SESSION TO OLD BUSINESS)

Commissioner Manion stated he doesn't know why Mayor denied motion to approve Chief Ullrich for Chief. They voted 4-0 to approve him to be appointed Chief – so they don't understand why he was not appointed. They were looking forward to day he was put in place. Board decided to resubmit name.

Commissioner McGorty motioned to resubmit Assistant Chief Ullrich's name to the Mayor for the position of Fire Chief. Commissioner Sonsini seconded the motion.
A voice vote was taken; motion passed unanimously.

I. NEW BUSINESS

1. HYDRANT MARKERS – EAGLE SCOUT PROJECT

Board said they have no problem with Eagle Scout doing this. Commissioner Manion went out to bid to see how much they were looking at.

J. ADJOURNMENT

Commissioner McGorty motioned to adjourn. Commissioner Field seconded the motion.

A voice vote was taken; motion passed unanimously.

MEETING ADJOURNED AT 8:26 p.m.

Respectfully submitted,

Kimberly Wells

Kimberly Wells / Clerk

1 Tape on file in the Town Clerk's office