

Board of Fire Commissioners Regular Meeting
Commissioners Conference Room at Fire Headquarters
72 New Haven Avenue, Milford, CT
Tuesday, January 25, 2011

Call to Order: Chief LaVecchia called the meeting to order at 1903 hours. A quorum was present.

1. Roll Call

Commissioners Thomas Riso, John Healy, Karen Craig, Richard Smith, Jonathan Bercham and William A. Brennan. Also present were Chief Louis A. LaVecchia, Assistant Chief Robert J. Healey, and Assistant Chief Al Zingaro.

2. Election of Officers

Commissioners Smith and Brennan nominated and seconded Commissioner Riso for Chairman, Commissioner Healy for Vice-Chairman, and Commissioner Craig for Secretary. Election carried unanimously.

Chief LaVecchia turned the meeting over to Chairman Riso.

3. Public Statements limited to the function of the Board of Fire Commissioners:

None.

4. Swearing In:

None.

5. Consideration of Minutes:

Regular Meeting - December 21, 2010

Commissioner Smith abstained from voting as he was not present at the last meeting.

Commissioners Bercham and Healy made and seconded a motion to accept the minutes of the December 15, 2010, regular meeting as presented. Motion carried unanimously.

6. Communications:

- a. Thank-you letter from Philip Carrubba for the Department's service on January 14th at 70 Research Drive. Enclosed was a check for \$500.

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Commissioners Smith and Healy made and seconded a motion to accept the check and deposit it into the equipment account. Motion carried unanimously.

7. Committee Reports

Apparatus

Assistant Chief Zingaro reported that Engine 6 was out for general maintenance, but that all other equipment was in service.

East Side Fire Station Building Committee

Commissioner Healy reported to the Commissioners that at the previous Building Committee meeting, the Members had another detailed discussion regarding consideration of pursuing LEED certification. He reported that the Committee reaffirmed their previous decision not to pursue LEED certification, mainly due to the lack of funds available.

Commissioner Healy noted that the Committee will be having the building commissioned; he is hopeful that the Committee will have the \$15,000 necessary for the commissioning after the bids come in.

Commissioner Healy informed the Commissioners that there are still a few things to tweak in the drawings. The project is in the permit, bid, and contract award point in the timeline. He added that they are looking to move as quickly as possible.

Chairman Riso inquired if the Committee would be looking to pursue Energy Star certification. Commissioner Healy informed him that it hadn't been looked into as of yet, that it had been put on the back burner while LEED certification was being reconsidered. Commissioner Brennan informed the Commissioners that he had contacted UI, and they were optimistic they could be of help monetarily. Chief LaVecchia added that the Committee would have been spending \$90,000, including commissioning the building, and would be getting the same quality building.

Commissioner Healy informed the Commissioners that the next Building Committee meeting was to be held on January 31st to go over the building plans.

8. Chief's Reports

Chief LaVecchia informed the Commissioners that several new procedures have been implemented at the Department's maintenance garage, streamlining the maintenance program. The Chief explained the process by which equipment is worked on in the maintenance shop. Commissioner Brennan commented that the Department has two good workers in the maintenance shop who work together very well.

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The Chief also reported that the Milford Police Department had requested a replacement of their CAD system. He added that if the funds were available, the Fire Department would be requesting an identical new system so the two systems could communicate with each other. Commissioner Brennan commented that he hoped the Fire Department wasn't looking to change their dispatch system. He suggested that it's important for emergency calls to come into the Fire Department first, as the Police Department may not hold medical calls in the same priority. He suggested this is to avoid a future lawsuit.

Budget

Chief LaVecchia reported that he met with Mayor Richetelli; and the budget goes to the Board of Finance on February 23rd.

Chairman Riso opened the floor for discussion regarding the present procedure of overtime work in the Department. Chief LaVecchia explained how the current system works and that they are looking to change the system so if a firefighter doesn't answer the call for overtime, they are charged as if they had answered the call and declined to work.

9. Unfinished Business:

Entry level testing

Chief LaVecchia informed the Commissioners that the testing process had been completed. He noted that an explanation of the testing process was included in the Commissioners' packets. Chairman Riso commented that this explanation in writing will be good to have for the next testing process.

Chief LaVecchia also discussed recruitment. He mentioned a magnet school in Enfield with a focus on public safety. He commented that he would like to see that here, so that the Department could draw from both New Haven and Bridgeport for recruitment.

The Chief then passed out to the Commissioners the scores of the candidates (without names attached). He commented that the scores in the top 20 candidates were very high. Chairman Riso noted that there was only a four-point difference in the top 15 candidates.

Commissioners Healy and Bercham made and seconded a motion to accept the list of entry-level candidates. Motion carried unanimously.

Swap time

Assistant Chief Healey informed the Commissioners that a new electronic system for swap time had been implemented. Although still in a trial period, the system seems to be working out well with just a few small glitches.

The Chief commented that he will be happy when the Department has one computer system to satisfy all of the Department's needs.

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Commissioner Riso inquired as to the length of the trial period. Assistant Chief Healey answered the trial period is set to be over on January 31st, but they would like an extension to acquire some more feedback.

Freedom of Information

Chief LaVecchia reported that two complaints had been filed against the Commission, but he believes one is withdrawn. He added that the Milford City Attorney is working on the complaints.

Chairman Riso reported that he had a meeting with the City Attorney. He learned that when entering executive session, the Commissioners should give a more definitive reason as to why they are entering executive session.

10. New Business:

None.

11. Comments and Concerns of the Commissioners:

None.

12. Adjournment

Commissioners Smith and Healy made and seconded a motion to adjourn at 1953 hours.
Motion carried unanimously.

Recorded by C. Birney