

**Board of Fire Commissioners Regular Meeting
Commissioners' Conference Room
at Fire Headquarters
72 New Haven Avenue, Milford, CT
Tuesday, February 16, 2016**

1. **Roll Call:** Vice-Chairman Stein called the meeting to order at 19:15 hours. A quorum was present. In addition to Vice-Chairman Stein, Commissioners Brennan, Smith, Weber and Stanford were present. Also, present was Chief Douglas Edo and Assistant Chiefs Gary Baker and Bernie Begley. Chairman McGrath and Commissioner Riso were not in attendance.

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

None

3. **Consideration of Minutes:**

Regular Meeting – January 19, 2016

Commissioners Smith and Brennan made and seconded a motion to accept the minutes of the January 19, 2016, Regular Meeting as presented.

Discussion: Commissioner Stanford noted that her name was misspelled in several places in the minutes as presented. She noted that there should be a “t” in her last name.

The Motion was amended to accepted the minutes of the January 19, 2016 Regular Meeting as presented subject to the correction of the misspelling of Commissioner Stanford’s last name. Motion carried unanimously.

4. **Communications:**

Commissioner Smith reported that the Department received the following communication:

- i) Two thank you cards from Laurelton Hall students thanking the members of the department for their service to our community.

5. **Committees Reports:**

A) Personnel Committee:

Commissioner Stein reported that the committee met one time since the last board meeting. At that meeting, additional tentative dates were set for some components of the upcoming Entry Level Firefighters testing and hiring process.

Applications Accepted - April 1, 2016

Application Deadline - April 15, 2016

Written Test - April 27, 2016

Physical Tests – Tentatively set for June 25, 2016 and July 2, 2016

Oral Tests – Tentatively set for July 11, 2016 and July 12, 2016

List Established – Prior to July 26, 2016

Recruit Orientation - August 15, 2016

Fire Academy Starts - August 29, 2016

Commissioner Stein indicated that the committee would be meeting again shortly to finalize the remaining components and hoped to have a full packet for the boards consideration at the March meeting.

6. **Chief's Report:**

Testing - The Lieutenant's test was held on 1/27/16. Five candidates passed. The list of successful candidates has not yet been published because there is an appeal period in the collective bargaining agreement and that time frame has not yet expired. Commissioner Brennan asked how many eligible department member took the exam. Chief Edo indicated that 26 members of the department took the exam. He further indicated that this was about 25% of the eligible members. The Chief indicated that the Fire Inspector Exam will be 2/22/16. There are currently 2 vacancies in the Fire Marshal's office. The Chief then requested permission from the board to offer an exam for an anticipated opening for Assistant Superintendent of Apparatus.

Commissioners Brennan and Smith made and seconded a motion to add the Chief's request that the Department administer an Exam for Assistant Superintendent of Apparatus to the Agenda under New Business (Item 7B). Motion carried unanimously.

Marine 1 - Assistant Chief Baker reported that Beacon Point Marina is currently working on Marine 1. The boat has been stripped to the hull and is presently being rebuild. The motors and parts are in and the boat is on schedule to be completed in early April. Sea trials can begin at that time. Assistant Chief Baker indicated that some changes had to be made to the design of the boat because of its age (20 years). Some parts, equipment and design from its original manufacture date 20 years ago are obsolete and no longer in use due to updates in technology and mechanics. Commissioner Stein asked if any of these changes were going to be an additional cost to the department. Chief Baker indicated that the City would pay the insurance deductible of \$1,000 and the insurance company would pay the rest. Commissioner Smith asked if it was ever determined why the boat sank? Assistant Chief Baker indicated that no final conclusion was ever reached. The hull was completely intact. The Assistant Chief further indicated that the inconclusive belief is that a chain connected to the dock flotation system became snagged during low tide. As the tide came in, the dock and boat affixed thereto didn't

rise and water entered the boat over the rear transom. This is only a theory having ruled out other structural failures and causes.

Bonding approval & New Engine 1 - Chief Edo reported that the City approved bonding up to 650,000 for new Engine 1. Assistant Chief Begley indicated that a Request for Proposal (RFP) for the new Engine 1 has been drafted and a copy of the draft has been sent to the City Purchasing Department for review. Once approved in final form it will be sent to prospective vendors. Five vendors have already shown an interest. Once published to prospective vendors, the bid process is generally 10 – 15 days. Commissioner Stein requested copies of the final RFP be forwarded to the Commissioners. Commissioner Stanford asked whether the frame of the new Engine would be stainless steel? Assistant Chief Begley indicated that specifics like that would not be in the RFP, instead each prospective vendor would offer bids that outlined equipment, options and warranties which would include frame/undercarriage warranties.

CMED – Chief reported that the department’s participation in the now closed New Haven CMED has been finalized and that the city has been reimbursed \$26,000. The Chief indicated that all is going well with the new Southwest CMED and that the City will save \$26,000 or more every year by being affiliated with Southwest CMED.

Budget - Chief Edo reported that packets were provided to Commissioners with their monthly packets. He indicated that the Mayor requested that all Department heads hold their annual budget requests at zero growth from last year’s budget. The Chief submitted his budget request to the City and ultimately an operation budget of \$11,284,462 was approved. This is less than a half percent growth over the previous year and reflects mostly contractually mandated increases.

Finally, the Chief indicated that the was approached by the Union regarding a possible blood drive to be sponsored by the department/union sometime in the Spring or Summer at one of the stations. The Chief indicated that the Union should put in a formal request to the Board for its consideration.

7. **New Business:**

A) Establish Equipment Committee – Chairman McGrath indicated at a previous board meeting his intention to form this Board sub-committee. Due to the Chairman’s inability to attend this meeting, Vice-Chairman Stein requested the matter be tabled to Unfinished Business at the March Regular Meeting.

B) Chief’s request that the Department administer an Exam for Assistant Superintendent of Apparatus – Due to the retirement of the recently appointed Assistant Superintendent of Apparatus the Chief is requesting permission to offer another exam. There is no current list from the recently completed exam because there was only 1 passing grade and that candidate (who is now retiring) filled the position.

Commissioners Smith and Stanford made and seconded a motion to permit the Department to administer an Exam for Assistant Superintendent of Apparatus. Motion carried unanimously.

8. **Unfinished Business:**

None.

9. **New Equipment:**

None.

10. **Comments and Concerns of the Commissioners:**

Commissioner Stanford indicated that she recently read an article entitled “Legislators renew look at cancer coverage for firefighters.” She provided copies of the article to Commissioners. She pointed out several of highlights from the article including the correlation being made between certain types of cancers and firefighters and previous legislative history of the proposed changes to worker’s compensation claims and disability claims for these occupational cancers. She indicated that she believed that firefighters should contact their elected representative and express their interest and support for this prospective legislation.

11. **Adjournment:**

Commissioners Smith and Weber made and seconded a motion to adjourn at 19:45 hours. Motion carried unanimously.

Prepared by Recording Secretary Diane Stein