

**Board of Fire Commissioners Regular Meeting  
Commissioners' Conference Room at Fire Headquarters  
72 New Haven Avenue, Milford, CT  
Tuesday, July 15, 2014**

**Call to Order:** Chairman Riso called the meeting to order at 1903 hours. A quorum was present.

**1. Roll Call**

Commissioners Thomas Riso, Kevin McGrath, Howard Stein, Richard Smith, Aaron Sanner, and William A. Brennan. Also present were Chief Douglas Edo and Assistant Chief Gary Baker.

Commissioner Joseph Weber was excused.

**2. Public Statements limited to the function of the Board of Fire Commissioners:**  
None.

**3. Consideration of Minutes:**  
**Regular Meeting – June 17, 2014**

*Commissioner McGrath made a motion to accept the minutes of the June 17, 2014, Regular Meeting, as presented.*

Commissioner Brennan noted a correction was required. He clarified the windows in the East Side Fire Station are suspected to be e-rated but are not in fact certified as e-rated. In order to be certified as e-rated, glass from a broken window will need to be saved and tested.

*Commissioner Stein seconded the motion to accept the minutes of the June 17, 2014, Regular Meeting, as corrected. Motion carried unanimously.*

**4. Communications:**

- a. Thank-you note from Ronald Faucher to the Department members who assisted him with issues with his bike recently.
- b. Thank-you letter to Chief Edo from Shop-Rite of Milford, thanking the Department for their time and support during the Fisher House fundraiser held on June 12<sup>th</sup>. Over \$1500 was raised for Fisher House during the fundraiser.
- c. Thank-you card to the Department from Mary Ann and Lester Smith of Osecola, Iowa.  
Chief Edo explained some Department members assisted the Smiths with a propane leak in their RV.
- d. Thank-you card from the Conner family, thanking the Department for their assistance with their parents over the years on Viscount Drive and Clark Hill Road. Enclosed was a poem for the Department.

**5. Committee Reports**

East Side Fire Station

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Commissioner Brennan reported the overhead doors remain an issue. Assistant Chief Wassmer has been calling the vendor to remediate the situation. The vendor has said the spec'd doors were installed. Commissioner Brennan said the Department will continue to run up costs on fixing the doors until the doors are replaced. As this seems to be a design issue, the attorneys working on the rest of the case will have to assign a dollar amount to the doors in order to be compensated for the faulty doors.

The heater in the building continues to malfunction. Commissioner Brennan noted this seems to be partly due to design and partly due to the installation. A consultant is needed to give an estimate to fix the entire heating system; once the estimate is received, then they can proceed. Commissioner Brennan suggested if the entire system is replaced, it should be switched from electric heat to gas heat.

Commissioner Brennan added the building remains without a permanent Certificate of Occupancy.

Commissioner McGrath inquired if the legal action that is proceeding includes issues about the HVAC system. Commissioner Brennan confirmed this. He added that the contractor is not at fault for the continuing overhead door issues.

Chairman Riso inquired if gas heating is an option in the building, if other parts of the building are heated by gas. Commissioner Brennan stated the apparatus bay is heated by gas. He had made the assumption the entire heating system for the whole building would be gas-heated, but that is not the case.

**6. Chief's Report**

Chief Edo reported the day staff plus Commissioner Brennan attended the New England Fire Expo in Springfield, Massachusetts. He noted the number of participants and occupants seemed to be down. They looked at a number of trucks and smaller-type rescue vehicles for possible future purchase by the Department. He added Commissioner Brennan was very knowledgeable about the various types of fire trucks at the Expo. The Chief said the Department would like to stay with diesel motor trucks, smaller than what the Department currently has; he called them Type 2s. Commissioner Smith inquired if the Type 2s are similar to ambulances; Chief Edo explained they are more similar to pickup trucks. He added the Department can repurpose the body and take off the chassis. He explained further that in light of all the new chemicals that are used on the roads, the bodies of the Department vehicles are rusting more quickly than in the past; in the long run it is less expensive to change out the chassis.

The Chief reported the new Quint is being built presently. He said there is not a lot of value in the trade-in trucks, about \$2000 or \$3000. There have been some "on-spot" changes to the work order for the new Quint that total about \$2500, so the trade-ins and on-spot changes cancel each other out.

Commissioner Smith inquired if the Department could make any money selling the old vehicles and apparatus. Commissioner Brennan stated this could be a liability selling old trucks to the general public. Chief Edo said he would consult the City Attorney on that issue, as he is aware of the Department selling trucks in the past.

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Chief Edo explained Milford participated in a state-wide hurricane disaster drill and exercise under the Governor's orders. He said Milford did well and found some things they can improve on. He said the EOC is now in Police Headquarters; the training room was up and running with all equipment needed in an emergency. The Chief said this new system will function much more efficiently than it has in the past. Commissioner Stein added the Police Headquarters has the use of an additional office at their location they can use as a satellite dispatch center in the event of an emergency. Chief Edo said the drill was successful overall.

Commissioner McGrath inquired when the purchase of a rescue truck could be realized. Chief Edo explained the Department is currently in that cycle now. The Department will receive the new Quint and will immediately put in a request for two rescue trucks. Commissioner McGrath stated the rescue trucks will be in the 2015/2016 budget. Commissioner Brennan commented if the Seemans Lane property is purchased by the Department, the Department should install a bus rack and pit to service the large apparatus. Chief Edo concurred with that statement. Commissioner McGrath asked if the Department is responsible for the maintenance of the Seemans Lane property at the moment. Chief Edo said the Department mows the lawn but does not pay the bills associated with the property. He added all paperwork relating to the property had to be resubmitted.

Commissioner Smith inquired if there was an issue with Marine 1 as he saw it being towed recently. Chief Edo explained there was an issue two weeks ago where the lower unit overheated and ruptured. That was replaced immediately. Two days ago, it was out on a run and the other lower unit malfunctioned and was replaced earlier in the day. Commissioner Brennan commented Marine 1 should be repowered. Chief Edo said it has been repowered and they have been thinking it might be too powerful. The motor was rebuilt two years ago. Assistant Chief Baker noted he would like to go to a four-stroke motor.

Commissioner McGrath stated he spoke with Bill Richards. He notified the Commissioners of a Homeland Security grant for police and fire apparatus boats. Commissioner McGrath stated Milford has been approved to get another police boat; Fairfield or Westport have received a fire boat through the same grant. He suggested this be looked into for Milford's Fire Department.

Chief Edo asked the Commissioners if there is a date they would like a tour of the dispatch center. He noted he doesn't believe the EOC center is set up all the time as it was during the drill, but the room can be shown and it can be explained how it is set up. Commissioner McGrath inquired if any equipment remains at Fire Headquarters from prior to the switchover. The Chief said the server remains in Headquarters. Assistant Chief Baker explained all 911 calls go through that server, but that system will be replaced soon. The station alerting system will also be replaced soon.

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Commissioner Brennan inquired if CMED would affect the Department in any way. Chief Edo said he does not believe this will be an issue and will ultimately result in savings to the City of Milford.

**7. New Business**

None.

**8. Unfinished Business:**

Entry-Level Testing Discussions

Commissioner McGrath explained he and Commissioner Stein and Chief Edo and Assistant Chief Baker met after the 4<sup>th</sup> of July. He noted all information discussed can be found in the Commissioners' packets. He said the reason for the meeting this evening is to obtain a vote from the Commission with regards to the next step with promotion. He noted the current paperwork that is being utilized is included in the Commissioners' packets; this is the information the subcommittee will be discussing throughout the process.

Assistant Chief Baker noted the front page reflects the changes made at the subcommittee's meeting, which include moving the valid CPAT card within 12 months to be required at the time of the application and having to have a valid EMT card at the time of application.

Commissioner McGrath stated this, once the Commission approves it, will allow the subcommittee to move forward and the Department to proceed with the application process. Everything else would be under review, consideration, changes, deletion, and then will come back to the Commission. There is not a current timeline set up, but ideally the next few months to be finalized.

Assistant Chief Baker explained what would be posted on the Fire Department's website.

Commissioners McGrath and Smith made and seconded a motion to accept as presented on page one of the Entry Level Firefighter Application 2015 and a second document headed spring, 2015, as recommended by the Committee.

Commissioner Stein noted the clause stating no felony convictions on a criminal record would be accepted. He asked about other crimes of "moral turpitude", such as misdemeanor larceny convictions or misdemeanor sexual assault convictions, being included. He inquired how crimes of moral turpitude are handled in other departments or what they have seen in their experience regarding such matters. Chief Edo said he has only encountered exclusions in applications based on felony convictions; Assistant Chief Baker noted some departments are hiring felons. He added any convictions of any nature would show up in the Department's background check.

Commissioner McGrath inquired who in the Department is involved in the background check performed on applicants; Chief Edo explained it is himself and the two Assistant Chiefs.

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Commissioner Stein commented that a valid EMT card is required at the time of hire. He asked if a valid EMT card is held by an applicant at the time of application, but then there is a lapse between application and hire and subsequently the EMT card becomes invalid, is that an issue. Assistant Chief Baker said it is and a valid EMT card will be required to be maintained throughout the career.

Commissioner Brennan noted the second page of the application states that a valid EMT card be maintained while employed at the Milford Fire Department.

Commissioner Stein suggested to maintain consistency to state a valid license, CPAT, and EMT are required at both time of application and time of hire.

Chairman Riso suggested including that statement in the motion.

Commissioner Stein amended the original motion to include valid license, CPAT, and EMT to be held at the time of application and time of hire. Amendment carried unanimously.

Commissioner McGrath inquired what the timeline the subcommittee should follow in terms of submitting recommendations. Chief Edo suggested two or three months, tops.

Commissioner Stein inquired if the provision regarding no smoking can be enforced, as smoking is legal. Assistant Chief Baker noted he signed something when he was employed 28 years ago about not using tobacco products.

Motion carried unanimously.

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

Commissioner McGrath confirmed the August meeting would not be held unless necessary. Commissioner Sanner asked the Commissioners receive the monthly reports even if a meeting is not held. Chief Edo assured that the reports will be sent out to the Commissioners.

Chief Edo thanked everyone who attended his father-in-law's wake.

**10. Adjournment**

Commissioners Smith and McGrath made and seconded a motion to adjourn at 1944 hours. Motion carried unanimously.

Recorded by C. Birney