

Board of Fire Commissioners Regular Meeting
Commissioners' Conference Room at Fire Headquarters
72 New Haven Avenue, Milford, CT
Tuesday, October 21, 2014

Call to Order: Chairman Riso called the meeting to order at 1900 hours. A quorum was present.

1. Roll Call

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

Commissioners Weber and Sanner were excused.

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

3. Consideration of Minutes:
Regular Meeting – September 16, 2014

Commissioners McGrath and Brennan made and seconded a motion to accept the minutes of the September 16, 2014, Regular Meeting, as presented. Motion carried unanimously.

4. Communications:

- a. Letter from the Milford Fire Department requesting permission to once again hold the James Matioli 5K Road Race this year. It is an opportunity to bring the community together for a good cause.

Commissioners Stein and Brennan made and seconded a motion to approve the 5K road race as requested. Motion carried unanimously.

- b. Thank-you letter from the Boys & Girls Club of Milford, thanking the Department for their support and use of equipment for the annual Pumpkins on the Pier event.
- c. Thank-you letter to Chief Edo from the Milford Fire Prevention Council and Woodruff Family thanking the Department for their assistance during the Super Hero 5K Family Day.
- d. Thank-you letter from the Beth-El Center thanking the Department for the generous gift of towels and toiletries.
- e. Thank-you letter from Chief Brian Rooney of the Bridgeport Fire Department thanking the Milford Fire Department for the mutual aid in response to the Seaview Avenue factory fire on September 11th.

5. Committee Reports

Entry-Level Testing

Commissioner McGrath reported the subcommittee met for the first time last Monday with Chief Edo and Assistant Chief Baker; the committee is progressing well. The next committee meeting is scheduled for November 18th, an hour before the Commission meeting. There are some investigative items that need to be clarified during the meeting.

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Commissioner McGrath said he is hopeful the committee will be presenting the draft for the new application in the December Commission meeting.

6. Chief's Report

Chief Edo confirmed that the Testing Committee is on the right course; each member of the committee has a specific task.

The Chief explained the features of the new Commissioners Conference Room. He noted the conference room will also be used for Fire Department Operations in the event of a storm.

Chief Edo asked Assistant Chief Baker to give an update on the dispatcher hiring.

Assistant Chief Baker explained through testing, the field was narrowed down to five candidates. The first candidate on the list currently lives in Florida, but is very interested in relocating to Connecticut. The Department will hold off on hiring the candidate until December when she is expected to move to the area. The next two highest candidates turned down the job offer. Chief Edo added there is a list of per diem dispatchers.

Commissioner Stein asked why the two candidates turned down the job offers. Assistant Chief Baker explained one candidate is already a full-time dispatcher in Fairfield Fire and Police and is also a special police officer in Fairfield. He believes the candidate is anticipating a full-time police officer position in his area. The other candidate is a CMED dispatcher who ended up having child care issues for the overnight shift.

Commissioner Stein inquired if there was an application fee for this process. Assistant Chief Baker said there was not. Commissioner Stein asked if there was any cost associated with the testing process. Assistant Chief Baker said there was through the HR Department; Chief Edo said the entire process cost the Department under \$300.

Chief Edo reported the budget packet was picked up the week prior for review by the Department. Some additional funding will be required in the EMS equipment area as that is becoming busier; those areas will be addressed in the budget. The vacation and holiday fund will also need to be addressed.

Commissioner Stein said he noticed in Assistant Chief Healey's report there was reference to aging apparatus. He asked if the capital improvement funding would be available for new apparatus in the Department as it was several years ago. Chief Edo explained the Repair Division vehicle and Maintenance vehicle are older apparatus, and the Department is in the process of ordering two Rescue Trucks.

Commissioner McGrath asked if the Department is still incurring expenses for Stations 5 and 6, which were previously decommissioned as firehouses. Chief Edo said the Department is still paying for the electricity for the sump pump at the Point Beach station. He noted the Woodmont station is off the books.

Commissioner Brennan inquired of the progress of the new Quint. Chief Edo said the Department just received the invoice for the chassis. The new Quint should be delivered in about three months.

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Chairman Riso asked about the fire earlier in the day at Foran High School. Chief Edo noted it was the liquid soap dispenser that was on fire.

7. New Business

Board of Fire Commissioners Meeting Schedule for 2015

Chairman Riso said the Commission could discuss the upcoming schedule and can either make a motion at this meeting or the next meeting. He noted traditionally the Commission has 11 meetings throughout the year, with August being an "as needed" meeting. Chief Edo corrected the Chairman and said traditionally it had been no meetings in July and August. Commissioner Brennan commented he thought they were keeping the same schedule as 2014, with 11 meetings.

Commissioners Smith and McGrath made and seconded a motion to have no meeting in July and an August meeting if necessary.

Chief Edo added this year there was an additional meeting because of the award ceremony and the Commission had issues to discuss. Commissioner McGrath commented his personal feeling is to have an August meeting, but the Commission should schedule a regular meeting in July.

Commissioner Smith withdrew his motion.

Commissioners McGrath and Stein made and seconded a motion to have 11 monthly meetings, including a meeting in July, with the August meeting on an "as necessary" basis. Motion carried unanimously.

8. Unfinished Business:

Commissioner Brennan informed the Commissioners there would be a meeting tomorrow with corporation counsel and the Chiefs and consultants regarding the HVAC system at the East Side Fire Station to discuss action to be taken. He added the heating system needs to be replaced. Chairman Riso commented he is hopeful this can be completed before the cold weather sets in.

Commissioners Brennan and Smith made and seconded a motion to enter executive session to discuss a matter of litigation. Motion carried unanimously.

The Commission entered executive session at 1921 hours.

The Commissioners invited Chief Edo and Assistant Chief Baker to remain during executive session.

Commissioners Stein and McGrath made and seconded a motion to return to open session. Motion carried unanimously.

The Commission returned to open session at 1928 hours. No votes and no action were taken during executive session.

9. Comments and Concerns of the Commissioners:

Commissioner McGrath inquired if the new budget or in the existing budget there is a line item for education in local schools for fire prevention. Chief Edo said the budget holds a separate line item for education. He noted the Department always will bring apparatus to schools for a show-and-tell presentation.

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10. Adjournment

Commissioners Smith and McGrath made and seconded a motion to adjourn at 1929 hours. Motion carried unanimously.

Recorded by C. Birney