

**Board of Fire Commissioners Regular Meeting
Commissioner's Conference Room
At Fire Headquarters
72 New Haven Avenue, Milford, CT
Tuesday, November 15, 2016**

1. **Call to Order**: Chairman McGrath called the meeting to order at 19:13 hours. A quorum was present.

Roll Call: In addition to the Chairman, Commissioners Smith, Stein, Riso and Weber were present. Also, present was Chief Douglas Edo and Assistant Chiefs Gary Baker and Bernie Begley. Commissioner Brennan was out of town and Commissioner Sanford was ill.

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

None.

3. **Consideration of Minutes**:

Special Meeting - October 13, 2016

Commissioners Smith and Stein made and seconded a motion to accept the minutes of the October 13, 2016, Special Meeting as presented. Motion carried unanimously.

Regular Meeting - October 18, 2016

Commissioners Smith and Stein made and seconded a motion to accept the minutes of the October 18, 2016, Regular Meeting as presented. Motion carried unanimously.

4. **Communications**:

Commissioner Smith reported that the Department received the following communications:

- i) A thank you letter from Catherine Williams, Principal of East Shore Middle School to Chief Edo regarding Dispatcher, Gina Corso, for her swift response and professionalism during a recent 911 call at East Shore Middle School.
- ii) A letter from Mayor Blake to resident Suzanne Mendola thanking her for a recent letter she sent to him expressing her gratitude for the EMS Department of the MFD and specifically, Captain Waiksnoris for helping her to obtain her CPR certification.
- iii) A thank you letter from Connor (age 9) and Owen (age 5) Rizzo for protecting Milford. Also, for painting the fire department bay doors. They love Pokeman!

5. Chairman's Report:

Chairman McGrath indicated to the Board that City Clerk JoAnne Rohrig has scheduled the 2017 fire commissioner meeting dates. Those dates are in the Commissioner's packets.

Chairman McGrath expressed best wishes to the fire personnel and their families for the upcoming Thanksgiving Holiday on behalf of the Commission.

6. Committees Reports:

- a) Personnel Committee: Commissioner Stein had nothing to report.
- b) Maintenance & Equipment Committee - Commissioner Brennan was not in attendance to report.

7. Chief's Report:

Chief Edo reported that the new recruits at the Academy have received their second report cards and all continued to do well and improved in every area. There was equipment break down that required department personnel to travel to the academy to repair/replace broken equipment.

Chief Edo reported that contract negotiations are ongoing and that they are making good progress. The next meeting is scheduled for Monday, November 21st.

Chief Edo reported the ambulance bids (chassis, remount and demo) should be in by November 23rd at 4:00 p.m.

Chief Edo reported that Firefighter Mathew LaVecchia was the only person that passed the Asst. Superintendent's position. The appeal process and period is over and Firefighter LaVecchia has accepted the position of Asst. Superintendent of Apparatus. He has begun his probationary period in the shop where he will be supervised by Joe Widman who will make monthly progress reports.

Chief Edo reiterated that the Mayor wants a zero growth budget. He informed Commissioners that there was a spreadsheet in the Commissioners' packet that reflected a side by side comparison of the current budget next to the proposed budget by account line item. The Chief explained that it's impossible to hold the budget flat. Increase EMS costs alone connected to basic life support transports, that the department is now obligated to perform, is going to have to be addressed in the new budget. The Chief is putting forward a budget addressing some of these new needs and is recommending a budget increase of about 5% from last year. If approved the department's budget would be approximately \$11,800,000. The next budget meeting will be with the Mayor and then the Finance Board by the end of January.

Chairman McGrath asked about Item 4203.9941 - Educational Supplement. Chief Edo indicated that line item was currently in negotiation with the Union so he was not in a position to comment at this time. Chairman McGrath indicated that no further discussion was necessary.

Chairman McGrath asked about the line items: First Aid Supply (4734.0000), Scuba Supplies (4728.0000), EMS Equipment (4923.0351) and LifePak (4942.0227). He noted increases in these accounts and requested further information.

Chief Edo responded that Scuba Supplies account (4728.0000) has been historically underfunded and chopped during the budget process. He reminded the Board that this item was flagged last year during budget discussions. The SCUBA equipment and supplies for coastal community is in extremely poor condition and/or obsolete. Commissioner Stein reminded the Chief that we had the same discussion last year and at that time the Chief expressed concern that some equipment was non-functional and the department may not be able to adequately respond to future underwater emergency if this equipment is not properly maintained and/or replaced. The Chief indicated that he remembered the discussion and agreed that nothing has changed and further indicated that the department has added (replaced) 3 new members to that team. The new team members need to be outfitted and are in need of supplies. Chairman McGrath indicated he would reach out to Senator Slossberg to try again to see if any State or grant money would be available.

Finally, the Chief noted that the Vacation and Holiday Fund is low. Contractually payroll increased by 2.5% in 2014 and 2.8% in 2015. The two mentioned accounts above did not receive those increases and the Chief feels these accounts may be underfunded for this budget cycle.

8. **New Business:**

None

9. **Unfinished Business:**

None.

10. **New Equipment:**

Asst. Chief Begley reported that the new engine is expected to be completed by January 24, 2017. At that time, department personnel will inspect the truck at the factory. If accepted, it will ship immediately and be in Milford by the end of the Month.

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

None.

12. **Adjournment:**

Commissioners Smith and Riso made and seconded a motion to adjourn at 7:29 hours.
Motion carried unanimously.

Recorded by Diane Stein