

**Board of Fire Commissioners Regular Meeting**  
**Commissioners Conference Room at Fire Headquarters**  
**72 New Haven Avenue, Milford, CT**  
**Tuesday, April 15, 2011**

**Call to Order:** Chairman Riso called the meeting to order at 1905 hours. A quorum was present.

**1. Roll Call**

Commissioners Thomas Riso, John Healy, Karen Craig, Richard Smith, Howard Stein and William A. Brennan. Also present were Chief Louis A. LaVecchia, Assistant Chief Robert J. Healey, Assistant Chief Al Zingaro, and Union President Paul Geer.

Commissioner Jonathan Bercham was excused.

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

None.

**3. Swearing In:**

None.

**4. Consideration of Minutes:**

**Regular Meeting - March 15, 2011**

Commissioner Brennan noted in Item VIII, Unfinished Business, the word “told” should be replaced with either “requested” or “suggested”. Commissioner Healy agreed with the note.

*Commissioners Smith and Healy made and seconded a motion to accept the minutes of the March, 2011, regular meeting as presented, with the exception noted. Motion carried unanimously.*

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

**5. Communications:**

- a. Thank-you letter from Susan Dworkin to Mayor Richetelli, thanking the Fire Department for the assistance they gave her at her home on January 24<sup>th</sup>.

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- b. Letter from Gina Corso, Dispatcher, to the Commissioners, explaining that a member of the Department had died suddenly in his sleep recently; and a benefit would be held to assist his family. She requested permission to post notices for the benefit and to sell t-shirts.

*Commissioners Smith and Healy made and seconded a motion to allow the posting of notices for the benefit and to sell t-shirts. Motion carried unanimously.*

- c. Letter from Orange Police Chief Robert Gagne to Chief LaVecchia, thanking the Department for their assistance in the search of a missing 13-year-old girl.

**6. Committee Reports**

Apparatus

Assistant Chief Zingaro reported that Marine 1 went in the water and is running well. Engine 3 is out of service, and there is an electrical issue with Rescue 1. All other equipment is in service.

East Side Fire Station Building Committee

Commissioner Healy informed the Commissioners that the trailer for construction is presently on the site. The permit for foundation and structural steel has been acquired. The foundation is estimated to take about a month. Commissioner Healy commented that the Milford Building Department has been extremely cooperative throughout this process.

**7. Chief's Reports**

2011/2012 Budget

Chief LaVecchia passed out to the Commissioners his 2011/2012 budget package. He informed everyone that he had made an extensive presentation to the Board of Aldermen. He explained the budget package to the Commissioners.

The Chief noted that he had put an emphasis on the loss of the two firefighter positions and one dispatch position in his presentation to the Board of Aldermen. In his budget package, he had included a diagram to show the scheduling difficulties the Department would face regarding the loss of a dispatcher. The Chief commented that he had stressed to the Board of Aldermen that the Department would do their part if cuts need to be made. To reinstate the three positions requires a 2/3 vote in the Board of Aldermen. Chairman Riso commented that the presentation the Chief gave to the Board of Aldermen was great. The Chief reminded the Commissioners that he is available to answer any questions they might have.

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**8. Unfinished Business:**

Swap time

Chief LaVecchia reported that the program they had been using had another glitch and the program needed to be abandoned. Presently they have gone back to a paper-card system, but that a lockbox and timestamp process were being used as well. The Chief also informed the Commissioners that they are in the process of obtaining an online scheduling program to meet all their needs.

FOI complain Lipton vs Board of Fire Commissioners

Chief LaVecchia informed the Commissioners that he, Commissioner Healy, and Attorney Kelly responded in Hartford for their scheduled date, and Ms. Lipton failed to appear. Commissioner Craig inquired if the complaint could be reinstated; Chief LaVecchia informed her that the FOI Commission can bring it back to the forefront. Chairman Riso thanked Commissioner Healy for going to Hartford in his stead.

Keeler Merit CHRO review

Chief LaVecchia referred the Commissioners to the information in their packets regarding this issue.

**9. New Business:**

Chief LaVecchia reported that Fire Inspector Fino gave a talk to the Milford Council on Aging. The Council sent a \$25 check to the Department.

Commissioners Smith and Craig made and seconded a motion to accept the check and deposit it into the Fire Prevention Fund. Motion carried unanimously.

The Chief presented to the Commissioners Milford's rules for FOI compliance regarding the role of the Recording Secretary.

Commissioners Healy and Smith made and seconded a motion for copies to be made and distributed of the FOI Compliance memo. Motion carried unanimously.

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

Commissioner Brennan requested a copy of the accident report regarding Engine 3 from the Chief. Commissioner Brennan also commented that one of the Battalion Chief's reports was missing.

Chairman Riso complimented the Chief and his staff for their "intense" and thorough presentation to the Board of Aldermen.

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Commissioner Healy wished everyone a happy holiday.

**11. Adjournment**

*Commissioners Smith and Brennan made and seconded a motion to adjourn at 1935 hours. Motion carried unanimously.*

Recorded by C. Birney