

**Board of Fire Commissioners Regular Meeting**  
**Commissioners Conference Room at Fire Headquarters**  
**72 New Haven Avenue, Milford, CT**  
**Tuesday, May 15, 2012**

**Call to Order:** Chairman Riso called the meeting to order at 1901 hours. A quorum was present.

**1. Roll Call**

Commissioners Thomas Riso, John Healy, Karen Craig, Kevin McGrath, Howard Stein, and William A. Brennan. Also present were Chief Louis A. LaVecchia, Assistant Chief Robert Healey, and Union President Michael Dunn.

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

**3. Swearing In:**  
None.

**4. Consideration of Minutes:**

**Regular Meeting - April 17, 2012**

*Commissioners Stein and Craig made and seconded a motion to accept the minutes of the April 17, 2012, regular meeting as presented. Motion carried unanimously.*

Commissioner McGrath inquired if the letter of appreciation as noted in the minutes had been composed for retired Battalion Chief Healey; Chief LaVecchia said it had not been done as of yet.

**5. Communications:**

- a. Letter from Dr. and Mrs. Lynch, enclosing a \$25 check in memory of Timothy Clark of North Street.
  - b. Thank-you letter from Karen Vandenberg thanking the Department for their excellent care and for saving her life.
  - c. Letter from Ruth Jones including a \$25-donation in memory of Timothy Clark.
- Commissioners Stein and McGrath made and seconded a motion to accept both donation checks into the Good & Welfare Fund. Motion carried unanimously.*

**6. Committee Reports**

Apparatus

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Assistant Chief Healey reported the Quint is in service, and the boat is in the water. He reported that Engine 1 had been sent for repairs. Chief LaVecchia reported the new rescue truck is in the Department's possession and the new Quint is near completion.

East Side Fire Station Building Committee

Commissioner Healy reported that the project continues to progress. He stated he, Commissioner Brennan, and the Chief regularly visit the job site. He said the overhead doors for the apparatus bays would be completed next week. The insulation stage is complete, the sheetrock is almost complete, and there are a few items left to tweak. The expected completion date is June 22<sup>nd</sup>. Commissioner Brennan noted he would be attending a meeting on Monday to discuss the traffic light plan.

Chairman Riso commented he had been to the site over the weekend and stated it was nice to see the progress.

Commissioner Stein inquired if there is a planned dedication; Commissioner Healy said one had not been planned yet. Commissioner Stein suggested discussing the dedication at the June Commissioners meeting. Commissioner Healy added that with the punch list scheduled to be completed in June, a special Fire Commission meeting might be required in July.

Chairman Riso reported the committee created to discuss the 911 call center issues would be dissolved at this time. Commissioner Brennan asked for all the Commissioners to be informed of the reason why the committee was being dissolved. The Chairman responded there are a number of reasons, some of which involve the legal issue of the committee. Commissioner Brennan said if the committee was being dissolved, then the planned meetings for the committee should be canceled. He added that work had already been done regarding this issue.

**7. Chief's Report**

Chief LaVecchia reported he sits on a sub-committee regarding the Connecticut Fire Academy and would be having a meeting with Commissioner Bradford on Monday to discuss recruit testing.

The Chief informed the Commissioners the Board of Aldermen would finalize the 2012/2013 budget at their meeting on Thursday. He opened the floor to questions. Chairman Riso inquired if the Department would meet their budget for this year; the Chief said yes, but it will be tight. Commissioner Craig inquired if the Chief expects to have to make cuts to the 2012/2013 budget prior to approval; the Chief stated the Department has asked for a \$10,000 addition for a battery account.

**8. New Business**

None.

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**9. Unfinished Business:**

Scheduling Software

Assistant Chief Healey reported the Department started training on the new scheduling software that day. He noted the program looks promising and should meet the Department's needs. He added that they should be online between June 1<sup>st</sup> and July 1<sup>st</sup> with the program. Commissioner Healy inquired if the program was purchased or was a subscription program. Assistant Chief Healey said it is a contracted subscription that can be canceled at any time.

City Vehicles

Chief LaVecchia stated he would be forwarding the revised City and Department vehicle policies to the Commissioners. He noted he would be setting up a meeting with the Milford City Attorney to discuss this issue. He also stated the policies will be enforced after proper training of all members of the Department.

Commissioner Healy inquired when to expect the forwarded policies; the Chief stated in the next couple of days. Commissioner Healy inquired if Commissioners would have input into what the policy states; the Chief said he would forward the information to the Commissioners prior to meeting with the City Attorney so that the Commissioner may make suggestions and comments on the policies. Commissioner Healy commented he appreciates the Chief saying the policies will be enforced.

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

Commissioner Brennan commented that he feels it is disturbing that the Department has no official drug and alcohol testing policy. He stated that New Haven has this practice in its contract and seems to work well. He noted that AMR (American Medical Response) has this in their contract as well, and believes Milford is remiss by not having this provision. He specified he supports random drug and alcohol testing.

Chairman Riso stated the City and the Union are currently in negotiations and this is a good time to bring up this issue. Commissioner Healy agreed this is a good thing for the Department to implement

**11. Adjournment**

Commissioners Craig and McGrath made and seconded a motion to adjourn at 1920 hours. Motion carried unanimously.

Recorded by C. Birney