

**Board of Fire Commissioners Regular Meeting
Commissioner's Conference Room
At Fire Headquarters
72 New Haven Avenue, Milford, CT
Tuesday, November 21, 2017**

1. **Call to Order:** Chairman McGrath called the meeting to order at 19:15 hours. A quorum was present.

Roll Call: In addition to the Chairman, Commissioners Smith, Stein, Brennan, Riso and Sanford were present. Also, present was Chief Douglas Edo and Assistant Chiefs Gary Baker and Bernie Begley. Commissioner Weber was not present.

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

Firefighter Jason Stacoffe, of the Milford Professional Firefighters Local 944, communicated to the Board that they exceeded their goal for the MDA "Fill the Boot" fundraiser. Their goal this year was \$8,000 and they collected \$10,338.51. This was the highest collection of all years and they plan on making next year's goal \$10,000.

Firefighter Stacoffe also gave a history to the Board of the fire department's "Toys for Tots" program which has been in existence for over 60 years. Every year they receive individual donations up to \$20,000-\$25,000 to be used for this program for the children of the City of Milford. He invited the Commissioners to visit the Margaret Egan Center anytime between 12/13-12/16/17 for this 3-day event. He also indicated that families are brought in on 12/16/17 to pick out toys for their children and this is a very special day. Commissioner Riso expressed how breathtaking it is to see and that any Commissioner who hasn't had a chance to go down should try and visit.

3. **Consideration of Minutes:**

Regular Meeting - October 17, 2017

Commissioners Riso and Smith made and seconded a motion to accept the minutes of the October 17, 2017, Regular Meeting as presented. Motion carried unanimously.

4. **Communications:**

Commissioner Smith reported that the Department received the following communications:

- i. A letter from the Milford Professional Firefighters, Local 944, requesting permission to conduct a solicitation for funds within the area for the "Toys for Tots" holiday toy drive for the children of the City of Milford.

- ii. A letter from Megan Altomare, Executive Director of the Boys & Girls Club of Milford, thanking the department for sponsoring the seventh annual Pumpkins on the Pier event. The event exceeded all their goals.
- iii. A thank you card to Firefighters Todd Ricci and Rachel Zickefoose for saving the life of a local resident. Because of their efforts, he was able to send this card with his gratitude.
- iv. A thank you letter to Chief Edo from the Orange Volunteer Fire Association for providing coverage for their town on Saturday, 10/21/17. The department's help and assistance were greatly appreciated.
- v. A thank you letter to Chief Edo from the Lori Barr, Friends of the Milford Library, for the department's gift certificate for Breakfast and a Ride on the Fire Truck. This was a wonderful addition to the Friends of the Milford Library's 2017 Party in the Stacks Silent Auction.
- vi. A thank you card from Mimi Mudrick to the department for attending her farewell celebration of her retirement. She expressed what an honor and pleasure it was to work with the entire Fire Department.
- vii. A letter from Richard Sennett thanking the department for an incident that occurred on May 6, 2017 in which Engine 6 responded. He wanted to say thank you to Firefighters Doug, John, Kyle, and paramedics Brian and Jeff. Please extend our gratitude to them and the department for the fine work that they do.
- viii. A letter from Carol Rowe to Mayor Blake informing him of a recent mishap and how wonderful, professional and caring the emergency response people were. She was very grateful for them. The Mayor responded to Ms. Rowe thanking her for taking the time to let him know what a wonderful job our emergency personnel did and that he would pass her letter on to them.
- ix. An email from Matt Arciuolo to the Mayor extending his gratitude to the members of the Milford Fire Dept. that responded to a false fire alarm at his business because of a major leak. The department saved him thousands of dollars in inventory by placing tarps over inventory and equipment. He indicated to the Mayor that these men are a credit to the department and the City. The Mayor responded that he appreciated the note and would forward his kind message to the Fire Chief.

5. Chairman's Report:

Chairman McGrath wanted to thank the Union on behalf of the MDA "Boot Drive" and the "Toys for Tots" upcoming event.

Chairman McGrath reported that he has spoken to the Chiefs and the Mayor about rolling stock equipment needs presently and in the future.

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 had nothing to report.

7. Chief's Report:

Budget: Chief Edo indicated that he will be presenting his next budget request to the City. He reminded the board that the current budget was cut from what was originally approved and he will be submitting a future budget request based on the original request, not the subsequent adjusted budget. There are many shortages and shortfalls lingering and he hopes the budget will be accepted without reductions.

Mediation: The grievances are coming up in December. There will be 5 sessions.

Seemans Lane: The Chief reported that the Capital Improvement Budget is going to include a new roof for the Seeman Lane facility as well as paving and concrete work for some of the other buildings. The maintenance division was in the basement here and has since moved to Seemans Lane. Nicer area and better work station. The Chief noted that it would be nice to have a full-time presence at the Seemans Lane facility. Chief Edo invited the Commissioners to visit Seemans Lane. Chairman McGrath commented that a lot of work has been done on the facility, however, the roof still needs to be replaced and that some patching has been done in the meantime.

Inspector Fees – The Fire Marshal Division met with the Board of Alderman Ordinance Committee to discuss implementing new fees for the Fire Marshal's inspections and other Fire Marshal related functions. The Committee agreed and approved the fee schedule which will be instituted. Chairman Smith asked where do the fees collected go? Chief Edo responded, and Chairman McGrath agreed that the monies collected go into the General Fund. Chief Edo also stated that all 3 inspectors had passed and are now certified Fire Inspectors.

The Chief informed the Commission that Commissioner Stein was awarded the Arnold Markle Distinguished Service Award by the Connecticut Chapter of the International Association of Arson Investigators and congratulated him on this Award.

8. New Business:

Commissioners Stein and Riso made and seconded a motion to amend the agenda to add Local 944's request to conduct their annual "Toys for Tots" holiday toy drive and fund solicitation to New Business. Motion carried unanimously.

Commissioners Stein and Smith made and seconded a motion to allow the Local 944 to conduct their annual "Toys for Tots" holiday toy drive and fund solicitation. Motion carried unanimously.

Creation & approval Process or New Fire Fighter test.

Chief Edo explained that since the State budget was adopted they can fill the 2 vacancies with the 2 candidates left on the existing list. He is hopeful that once he receives their background checks they can have 2 weeks training in the firehouse and then receive their

training in the February 2018 Fire Academy Class. He stated that they need approval for a new test and that there is plenty of time. The next Fire Academy class isn't until August 2018. Commissioner Riso asked if both candidates were available. Chief Edo responded that their background checks are being performed now.

Commissioners Stein and Smith made and seconded a motion to authorize the department to conduct an Entry Level Firefighters Test. Motion carried unanimously.

Commission Stein make a request that the Chairman reinstate the existing personnel Subcommittee which includes himself, Chairman McGrath and Commissioner Riso. Chairman McGrath indicated so noted.

9. **Unfinished Business:**

None.

10. **New Equipment:**

None.

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

Chairman McGrath wished everyone a happy holiday.

12. **Adjournment:**

Commissioners Smith and Riso made and seconded a motion to adjourn at 7:40 hours. Motion carried unanimously.

Recorded by Diane Stein