

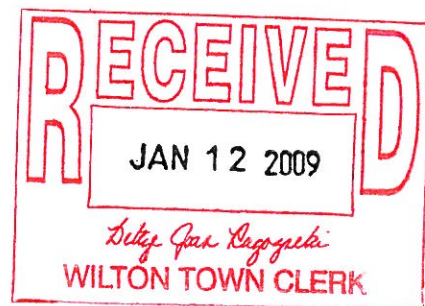


Fire Commission

236 DANBURY ROAD
WILTON, CONNECTICUT 06897

Minutes of Regular Meeting Fire Department Headquarters

December 9, 2008



Present: Commissioners Rich McCarty, J. Casey Healy and Gary Mecozzi

Others: Chief Paul Milositz, Deputy Chief Mark Amatrudo, Fire Marshal David Kohn,
Captain Stu Carter and Firefighters Jeff Locher, John Krozer and Brian Elliott.

A. Call to Order: Chairman McCarty, noting that a quorum was present, called the meeting to order at 1831 hours.

B. Review of Monthly Reports

1. Chief's Report – Chief Milositz reviewed with the Commission a letter he received from Sergeant Vincent E. DeMaio of the New Canaan Police Department thanking Firefighter Chaloux for assisting his Department with the QNFT fit-testing of its officers. The Chief reported that Firefighter Sampson was struck by a vehicle during a road closure on December 7, 2008. The motorist disobeyed Firefighter Sampson's order to turn around. The Wilton Police Department investigated the incident and has charged the motorist.
2. Deputy Chief's Report – The Commission reviewed the Deputy Chief's Monthly Report dated December 2, 2008. The Report noted that there were a total of 136 calls during the month of November (Fire and Alarm – 55; EMS Calls – 69 and All Other Calls – 12), bringing the call total for the year to 1,479 (Fire and Alarm – 521; EMS Calls – 711 and All Other Calls – 247). There were two significant incidents worth noting during the month: (i) November 22nd – mutual aid to New Canaan for a structure fire and (ii) November 28th – mutual aid to Georgetown for a structure fire. Deputy Chief Amatrudo advised the Commission that Departmental training took place at the Stamford Regional Fire School on November 24th and 25th. The training was attended by three (3) officers and thirteen (13) firefighters. Department representatives also attended a tanker drill in Weston on November 8th. Firefighter candidate Kevin Plank is scheduled to graduate from the Connecticut Fire Academy on December 18th. He will work weekday shifts beginning December 22nd for three weeks and be assigned a regular shift in mid-January. The Department has received budget instruction package and forms and Deputy Chief Amatrudo is drafting the Department budget for fiscal year 2010.

3. Fire Marshal's Report – The Commission reviewed the Fire Marshal's Monthly Report dated November 2008.

C. Old Business

1. Fire Service Records Software Program – The Commission received a Memorandum from Fire Marshal Kohn dated December 2, 2008 entitled Wilton Fire Department Computer Reporting and Records Management Upgrade. The consensus of the Commission was to table discussion of same in order to afford Commissioners an opportunity to review it.

D. New Business:

1. Election of Chairman and Secretary – **A MOTION** was made by Commissioner Healy to nominate Rich McCarty as Commission Chairman, which motion was seconded by Commissioner Mecozzi and unanimously approved. **A MOTION** was made by Commissioner Mecozzi to nominate J. Casey Healy as Commission Secretary, which motion was seconded by Chairman McCarty and unanimously approved.
2. Meeting Schedule – The Commission agreed to hold its regular monthly meeting on the 1st Tuesday of each month during calendar year 2009 commencing at 1830 hours at Station 1.
3. Budget for Fiscal Year 2010 – Deputy Chief Amatrudo is drafting a budget for the upcoming fiscal year with instructions from Town Hall that any outside traveling or training will have to be strongly defended before the Board of Selectmen. As a planning exercise, the Department has been asked to achieve budgets with: (i) no more than a 2% increase over fiscal year 2009; (ii) a 0% increase and (iii) a 2% decrease. The Deputy Chief reported that a 2% increase could be met with the Department's minimum 6 – firefighter shifts intact. A 0% and -2% budget would result in loss of manpower; thereby severely impacting the Department's capability to respond to calls. Turning attention to the Board of Selectmen's request for every Department to try and meet a "stretch goal" of reducing their budgets for fiscal year 2009, Deputy Chief Amatrudo reviewed with the Commission a table entitled Full Year Estimated Spending, which table reported that the Department may be able to reduce its fiscal year 2009 budget by 1.5%.
4. Review of Report on Manpower – The Commission reviewed a report prepared by the Chief entitled Staffing for Expected Levels of Service, which report included data and diagrams regarding the minimum manpower required to respond to a structure fire based upon NFPA standards. The Chief noted that the Department's 6 firefighter shifts prevent the Department from meeting the NFPA standard which calls for a minimum 14 – firefighter response to a working structure fire.
5. Dispatch Center and Radio Communication – Commissioner McCarty requested a report from the Chief or Deputy Chief regarding whether the Dispatch Center meets the Department's needs.
6. Charter Commission Meeting – Nothing to report.

7. Firehouse Software – Reviewed Fire Marshal Kohn Memorandum to Wilton Fire Commission dated December 2, 2008 attached to which was Memorandum from Marshal Kohn to the Deputy Chief dated November 17, 2008. Consensus of Committee: Firehouse software meets the Department's current needs and can address needs the Department might wish to address in future regarding its records management and reporting systems.

F. Adjournment: At approximately 1926 hours, upon motion duly made and seconded, the meeting was adjourned.

The next scheduled meeting of the Commission will be held on January 6, 2009 at Fire Department Headquarters; said meeting will be a regular monthly meeting commencing at 1830 hours.

Respectfully submitted,



J. Casey Healy
Secretary - Fire Commission