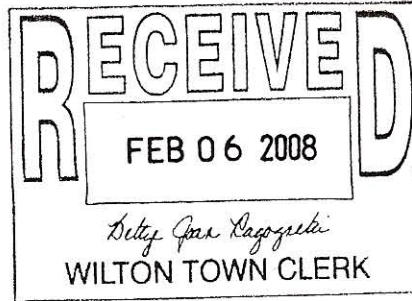




Fire Commission



236 DANBURY ROAD
WILTON, CONNECTICUT 06897

Minutes of Special Meeting Fire Department Headquarters

January 8, 2008

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

Others: Deputy Chief Mark Amatrudo, Captain Karl Dolnier, Captain Kevin Czarnecki, Firefighters Glenn Johnson and Brian Elliott and Director of Human Resources, Labor Relations, and Administrative Services Sarah Taffel

A. Call to Order and Approval of Minutes: Chairman McCarty, noting that a quorum was present, called the meeting to order at approximately 1834 hours.

1. **A MOTION** was made by Chairman McCarty to approve the minutes of the Commission's regular meeting held on December 4, 2007, which motion was seconded by Commissioner Mecozzi and unanimously approved.

B. Review of Monthly Reports

1. Deputy Chief's Report – The Commission reviewed the Deputy Chief's Monthly Report dated January 5, 2008. The Report noted that there were a total of 125 calls for the month of December (Fire and Alarm – 27; EMS Calls – 58 and All Other Calls – 40); raising the call volume for the year to 1,676 (Fire and Alarm – 576; EMS Calls – 732 and All Other Calls – 368); a 4% to 5% increase in the number of runs made in 2006. There was one significant incident during the month; a mutual aid call to Westport to cover the Town's main station while their Department battled a significant structure fire on Sherwood Island Lane. Deputy Chief Amatrudo updated the Commission on the following:
 - (i) The company officers have been issued portable radios and their radio designations will now appear on the dispatch console when they transmit using their new radio designations.
 - (ii) Two out of the Department's four shifts have completed mandated NIMS training.
 - (iii) The remaining equipment for Engine 1 and Engine 2 is being ordered and it is estimated that there will be approximately \$40,000 left in the budget when all purchases have been completed.
 - (iv) During the month of December, a number of small leaks were experienced in the roof at Station 1. When safe to do so, the roof will be inspected.
 - (v) The Union local members and staff officers participated in serving lunch to the senior citizens at Ogden House on December 19, 2007.

- (vi) The Department has received only a few surveys back from individuals listed as being previous volunteers of the Department. The responses will be evaluated and a recommendation will be made regarding the volunteers.
- (vii) Having concluded that the pitch of the floor of the apparatus bay at Station 1 will not support the new jack system, the jack system was returned to the vendor.

The Commission reviewed without comment the Monthly Apparatus Supervisors Report dated December 31, 2007. The Commission also reviewed the Dive Team Monthly Report for September – December 2007. Captain Czarnecki advised the Commission that the Dive Team presented the capabilities of the Dive Team to members of the New Canaan Fire Department during December; including conducting a demonstration dive at the New Canaan Reservoir.

C. Old Business

1. Wilton Dispatch – Captain Dolnier advised the Commission that dispatch is inconsistent. He noted that a mutual aid call from Weston for a structure fire that came in at approximately 0345 hours was not toned out nor was an alpha page transmitted requesting coverage at Station 1 while later that very same day a smoke in the building call was toned out with an immediate alpha page.

D. New Business

1. Meeting Schedule for 2008 - **A MOTION** was made by Chairman McCarty to set the Commission's meeting schedule for 2008 on the first Tuesday of each month commencing at 1630 hours at Station 1, which motion was seconded by Commissioner Healy and unanimously approved.
2. Election of Chairman - **A MOTION** was made by Commissioner Healy to reappoint Rich McCarty as Chairman of the Commission, which motion was seconded by Commissioner Mecozzi and unanimously approved.
3. Election of Secretary - **A MOTION** was made by Chairman McCarty to reappoint Casey Healy as the Secretary of the Commission, which motion was seconded by Commissioner Mecozzi and unanimously approved.
4. Review of Budget for the 2009 Fiscal Year – The Commission reviewed and discussed the Memorandum prepared by Deputy Chief Amatrudo dated December 28, 2007 entitled "FY 2009 Proposed Budget Package." The proposed budget includes: (i) replacement of the HVAC system at Station 1 (the system is nearly 30 years old); (ii) construction of a training room at Station 1 (use of the existing mezzanine is being investigated) and (iii) funding to replace the EmergiTech records management systems software (Fire House software is being investigated and it was noted by the Deputy Chief that only 11 fire departments subscribe to the EmergiTech software).

- E. **Adjournment:** At approximately 1911 hours, upon motion duly made and seconded, the meeting was adjourned.

The next scheduled meeting of the Commission will be held on February 5, 2008 at Fire Department Headquarters; said meeting will be a regular monthly meeting commencing at 1830 hours.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Casey Healy". The signature is fluid and cursive, with a large initial "J" and a stylized "H".

J. Casey Healy
Secretary - Fire Commission