

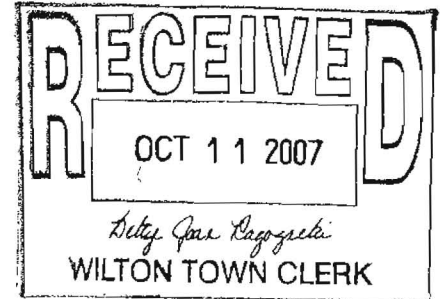


## Fire Commission

236 DANBURY ROAD  
WILTON, CONNECTICUT 06897

### Minutes of Regular Meeting Fire Department Headquarters

September 4, 2007



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

Others: Chief Paul Milositz, Deputy Chief Mark Amatrudo, Captains Karl Dolnier and Kevin Czarniecki, Lt. Mike Michelsen, Firefighters Tom Coon, Joe Bisenius and Bill Wilson, Director of Human Resources, Labor Relations, and Administrative Services Sarah Taffel, and Wilton Bulletin reporter Justin Reynolds.

**A. Call to Order and Approval of Minutes and Miscellaneous Matters:** Chairman McCarty, noting that a quorum was present, called the meeting to order at approximately 1837 hours.

1. **A MOTION** was made by Chairman McCarty to approve the minutes of the Commission's regular meeting held on August 7, 2007, which motion was seconded by Commissioner Mecozzi and unanimously approved.
2. Chairman McCarty noted with regret the passing of Firefighter Jim Branchfeld's mother. The Commission expressed its sympathy for Firefighter Branchfeld and his family.

### **B. Review of Monthly Reports**

1. Chief's Report – The Commission reviewed the September 2007 calendar for the Department, which calendar may be accessed by all members of the Department. The Chief reported that Captain Jim Gies and B Shift were coordinating the 9/11 ceremony, including lining up speakers for the remembrance. The Chief also advised the Commission that Fire Inspector Grosso and Police Lt. Lynch are coordinating the Town's annual Emergency Service Day event that will take place on September 23, 2007, at which event replacement Engines 1 and 2 will be dedicated.
2. Fire Marshal's Report – The Commission reviewed without comment the Wilton Fire Marshal's Office Monthly Report dated August 2007.
3. Deputy Chief's Report - The Commission reviewed the report entitled "Monthly Deputy Chief's Report – August 2007." The Report did not include any information on call volume or nature of calls for the month of August for the reason that problems were encountered with the installation of a new server and the upgrade of the EmergiTech System (See additional minutes regarding this issue under New Business). The Report did note that there were no

significant incidents during the month. The Deputy Chief advised the Commission that a Standard Operating Procedures ("SOPs") Committee will be assembled within the next month to develop a list of SOPs. He also advised that he is developing a procedure that will allow the Department to better track expenses versus budget. Discussion was had regarding the reestablishment of a Health and Safety Committee. The Deputy Chief also reported that Firefighter Bisenius had replaced retired Fire Inspector Bill Meehan on the Wilton HazMat Team.

### **C. Old Business**

1. Lt. Mike Michelsen's Request for Vacation Carryover – The Commission discussed Lt. Michelsen's request that he be permitted to extend from August 31, 2007 the carry over of 4 vacation days that he could not take for the reason that he was out on injury leave. A **MOTION** was made by Commissioner Healy to approve Lt. Michelsen's request to carry over 4 vacation days conditioned upon Mr. Michelsen using those vacation days on or before November 30, 2007. The motion was seconded by Commissioner Mecozzi and unanimously approved.
2. Replacement Engines – Deputy Chief Amatrudo advised the Commission that replacement Engine 1 had been delivered by Pierce to Station 1 with replacement Engine 2 expected to arrive by week's end. As of August 30, 2007, the replacement engines were under budget. The Deputy Chief reported that Shift training on the new engine had commenced.

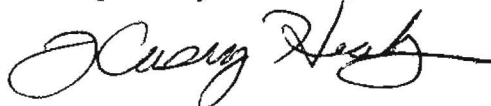
### **D. New Business**

1. Communications – A lengthy discussion was had regarding the transition to a new server and the upgrade of the EmergiTech System. As reported by Deputy Chief Amatrudo in his monthly report, the transition and upgrade have been problematic. While it was the Department's hope that the upgrade would remedy the inefficiencies, bugs and other difficulties associated with the system, it appears that the upgrade has resulted in the loss of former functionality. The Commission expressed concern with the vendor and the system and Chief Milositz was instructed to press the vendor for a prompt resolution.

- E. Adjournment:** At approximately 1916 hours, upon motion duly made and seconded, the meeting was adjourned.

**The next scheduled meeting of the Commission will be held on October 2, 2007 at Fire Department Headquarters; said meeting will be a regular monthly meeting commencing at 1830 hours.**

Respectfully submitted,



J. Casey Healy  
Secretary - Fire Commission