

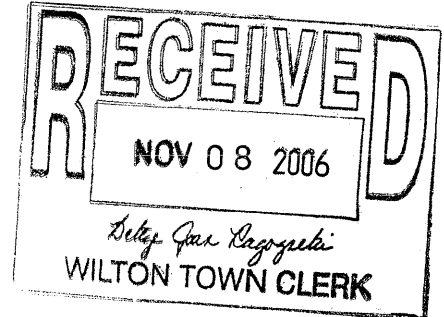


Fire Commission

236 DANBURY ROAD
WILTON, CONNECTICUT 06897

Wilton Fire Commission
Minutes of Regular Meeting
Fire Department Headquarters

October 3, 2006



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

Others: Chief Paul Milositz, Fire Marshal David Kohn, Fire Inspector Bill Meehan, Captain Kevin Czarnecki, Lieutenant Mike Michelsen, Firefighters Brad Carlson and Bill Wilson, Administrative Services Manager and Director of Human Resources Sarah Taffel and Wilton Bulletin reporter Robin Walluck.

A. **Call to Order and Approval of Minutes:** Chairman McCarty, noting that a quorum was present, called the meeting to order at approximately 1830 hours.

1. A **MOTION** was made by Chairman McCarty to approve the minutes of the Commission's regular meeting held on September 5, 2006, 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 Report. The Report noted that there were 141 responses by the Department during the month of September, bringing the total number of responses for the year to 1,228. Career training for the month included: (i) EMS shift training; (ii) ladder bailout and search and rescue at a donated house and (iii) recognizing symptoms of child abuse; completing the Connecticut Department of Children and Family Services program. No training sessions for the Department's volunteer firefighters were conducted during September. Fresh mold was found in the small air handler at Station 1. A cleaning contractor will be engaged to remedy the problem. No problems were reported with Department apparatus and no dispatch problems were reported.
2. Fire Marshal Report – The Commission reviewed Fire Marshal Kohn's monthly report for September. Fire Marshal Kohn reported that Fire Inspector Meehan continued training with the Mobile-Eyes Inspection System. Chief Milositz advised the Commission that Mobile-Eyes is a subscription based system and he expressed concern that data could be lost in the event that the company fails. Chairman McCarty recommended that Chief Milositz and Fire Marshal Kohn discuss this issue with the Town's IT Director Richard Tiffen; noting that the Town must have data maintenance requirements. The consensus of the Commission was that

a proposal to purchase the inspection system should be placed on the Commission's agenda for its November meeting.

C. Old Business

1. Deputy Chief Search – The Commission reviewed the job description for the position drafted by Chief Milositz. Administrative Services Manager and Director of Human Resources Sarah Taffel had not had an opportunity to review the job description and she advised the Commission that it does not meet the Town's customary format. Ms. Taffel will review and reformat the job description. Chairman McCarty requested that the Chief and Ms. Taffel prepare a salary survey for the position. The Commission agreed to hold a special meeting to approve the job description with the goal of posting the position by early November.
2. Update on Purchase of New Engines - Chief Milositz reported that a build number has been assigned by Pierce for the new engines. Estimated delivery date is June 2007. A pre-construction trip to Pierce in Appleton, WI to review the final prints for the engines will be made by some members of the Apparatus Committee in December 2006. In the meantime, the Committee will develop a list of necessary equipment for the engines.

D. New Business

1. Establishing Hiring List for Firefighters – The Commission reviewed a tentative time line to establish a new candidates list and to hire a replacement for Firefighter John Dwyer who is scheduled to retire in early 2007. Chief Milositz did not recommend any changes to the eligibility requirements for the position. The consensus of the Commission was that the list will be good for one (1) year. Ms. Taffel agreed to review the hiring process and procedures in order to confirm that same comply with state and federal laws.
2. Wilton High School Communications – As noted in the Deputy Chief's Report, the Town's radio consultant recommended that the Town consider installing antennas or a booster system at the High School in order to improve emergency service providers radio transmissions within the building. A copy of the consultant's report was forwarded by then First Selectman Hannah to Superintendent of Schools Richards. After discussion, the consensus of the Commission was that Chief Milositz should discuss the issue with the Town's Public Safety Management Unit.
3. Emergency Services Day – On behalf of the entire Commission, Chairman McCarty thanked Fire Marshal Kohn, Fire Inspector Meehan and all others who participated in planning and turning out to help run the event. Chief Milositz read a letter from First Selectman Brennan offering his thanks to all who worked on the event.

E. **Adjournment:** At approximately 1923 hours, upon motion duly made and seconded, the meeting was adjourned.

The next scheduled meeting of the Commission will be held on November 7, 2006 at Fire Department Headquarters.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Casey Healy". The signature is fluid and cursive, with the first name "J. Casey" and the last name "Healy" clearly distinguishable.

J. Casey Healy
Secretary - Fire Commission