

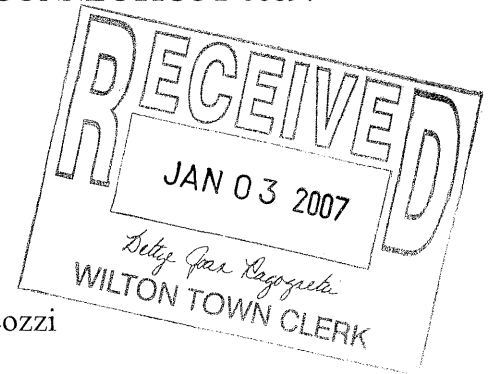


Fire Commission

236 DANBURY ROAD
WILTON, CONNECTICUT 06897

Minutes of Special Meeting Fire Department Headquarters

December 7, 2006



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

Others: Chief Paul Milositz, Captains Karl Dolnier and Kevin Czarnecki, Lt. Greg Kitik, Firefighters Dave Chaloux, Brad Carlson, Glenn Johnson and Pat Garber and Administrative Services Manager and Director of Human Resources 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 November 7, 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 dated November 2006. The Report noted that there were 132 responses (1 – Structure Fire in New Canaan, 1 -Vehicle Fire, 56 – EMS and Rescue, 38 – Automatic Alarms and 36 – Other (spills, wires down, site inspections etc.)) by the Department during the month of November, bringing the total number of responses for the year to 1,516. Career training for the month included: (i) EMS shift training and CPR Certification; (ii) Ladder Truck evolutions at the Fairfield Fire School and (iii) Forcible entry, search and ventilation using a house to be torn down on McFadden Drive. In addition Truck 5 and several members of the Department participated in an auto extraction drill conducted at the Weston Volunteer Fire Department. No training sessions for the Department's volunteer firefighters were conducted during November. No problems were reported with Department apparatus and no major dispatch problems were reported. The Report noted that the Department received approximately 150 requests for application packages for the firefighter position to replace Firefighter John Dwyer who is scheduled to retire in March 2007. The Department received 43 completed applications and 37 applicants took the written exam administered by the Connecticut Fire Academy on November 21, 2006. The ten highest scores applicants completed the oral board and a hiring list has been established. In response to Chairman McCarty's request, Chief Milositz advised the Commission that there have been no joint town agency drills since October 2005 with the exception that members of the Department have participated in live training drills in Fairfield Fire School. The Deputy Chief's report noted that the joint Fire

Department and Police Department Dive Team drills monthly. Seven members of the Fire Department are members of the dive team. Chairman McCarty requested that the Chief e-mail the Department's training schedule to the Commission members.

2. Fire Marshal Report – The Commission reviewed Fire Marshal Kohn's monthly report for November 2006. Chief Milositz advised the Commission that the Life Safety Division had produced a public education video regarding Christmas tree fires that will appear on CATV channel 79 periodically during the month of December. In addition, the Department's web site is running power point presentation on holiday safety.

C. Old Business

1. Purchase of New Engines - Chief Milositz advised the Commission that the three members of the Apparatus Committee are scheduled to travel to Pierce in Appleton, WI on January 15, 2007 to review the final prints for the two replacement engines. The current delivery date at Pierce for those engines is June 12, 2007. The Apparatus Committee is continuing its work on the equipment list.
2. New Firefighter Hire – The top two candidates on the aforementioned firefighter hiring list will be interviewed in Executive Session at the conclusion of the Commission's meeting.
3. Deputy Chief Search – The Commission reviewed the timeline for the Deputy Chief search. Chief Milositz reported that the job opening has been advertised on several web sites. The deadline to submit cover letter and resume is January 10, 2007.
4. Communications – The next meeting of the Dispatch Committee is scheduled for December 12, 2006. Chief Milositz advised the Commission that there is nothing new to report.

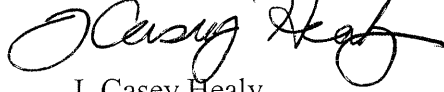
D. New Business

1. Homeland Security Grant – Chief Milositz reported that while formal approval has not been received, all indications are that the Department's request for a grant with respect to its Wellness Program will be approved. The grant request likely will be reduced from the \$115,500 requested to approximately \$105,000.
2. Mobile Data Terminal ("MDTs") Installation - Chief Milositz reported that the Department had received seven MDTs and that custom brackets were being fabricated to mount the MDT's in the Department's engines, truck and other vehicles.
3. Georgetown Fire District – After an extended discussion, the consensus of the Commission was that Chief Milositz should discuss with Chief Heibeck of the Georgetown Volunteer Fire Department ("Georgetown") whether it would make sense to swap with Georgetown a section of Thunder Lake Road that falls within Wilton's district, which area is in closer proximity to Georgetown's fire station.
4. Annual Performance Review Program Status – Chief Milositz reported that he needs to revise the form that was used during receipt promotions to streamline same for use in annual performance review of the Department's members, including adding a section with respect to performance improvement.

5. Painting, carpeting and replacement of ceiling tiles – Chief Milositz advised the Commission that the majority of the ceiling tiles at Station 1 have been replaced and that the painting will commence the week of December 11th. The replacement of carpeting at Station 1 and the repair of the carpeting at Station 2 will be phased in after the painting has been completed. Ms. Taffel recommended that the Department investigate whether there is any asbestos tile beneath the carpet that is to be replaced.
 6. Approval of Gift Funds to Purchase Mobile-Eyes Inspection Software – Chief Milositz advised the Commission that the Department's gift fund has approximately \$9,000 on hand. The Chief recommended that \$2,048 be used to purchase the Mobile-Eyes Inspection Software that the Life Safety Division has been using on a trial basis. After discussion, it was the consensus of the Commission that the software has been shown to be a benefit to the citizens of Wilton for the reason that its use by the Department's Life Safety Division has increased the number and the efficiency of statutorily required inspections. **A MOTION** was made by Commissioner Healy to authorize the purchase of the Mobile-Eyes Inspection Software for \$2,048, which purchase will be paid for from the Department's gift fund. The motion was seconded by Chairman McCarty and unanimously approved.
 7. Commission meeting calendar for 2007 – The Commission agreed to meet on the first Tuesday of each month with the exception that in the event said Tuesday was a holiday the meeting would be held on the first Wednesday of the month.
 8. Non-bargaining Unit Employee Benefits – Mr. McCarty reviewed with the Commission a draft letter to First Selectman Brennan requesting that Board of Selectmen extend to the Chief and the Deputy Chief of the Department the same retiree health insurance benefits afforded the union members of the Fire Department and all members of the Town's Police Department both union and non-union. **A MOTION** was made by Commissioner Healy to authorize Mr. McCarty to submit the request to the Board of Selectmen. The motion was seconded by Commissioner Mecozzi and unanimously approved.
- E. Executive Session - A MOTION** was made by Chairman McCarty to retire to Executive Session to interview firefighter candidates James Blanchfeld and Michael Trenck. The motion was seconded by Commissioner Mecozzi and unanimously approved. The Commission and Chief Milositz adjourned to Executive Session at approximately 1920 hours. At approximately 2005 hours, the Commission ended the Executive Session and returned to open session. **A MOTION** was made by Commissioner Mecozzi to offer the firefighter position to Mr. Blanchfeld subject to the customary testing and background checks. The motion was seconded by Commissioner Healy and unanimously approved.
- F. Adjournment:** At approximately 2007 hours, upon motion duly made and seconded, the meeting was adjourned.

The next scheduled meeting of the Commission will be held on January 2, 2007 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