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BY: LK



WILTON FIRE COMMISSION

MEETING ROOM B – WILTON TOWN HALL
238 DANBURY ROAD
Wilton, CT

Minutes of February 6, 2019

Fire Commission Monthly Meeting

- Present:** Commissioners J. Casey Healy, Ross Tartell and Christopher Weldon.
- Others:** Chief Ronald E. Kanterman, Captains Kevin Czarnecki and Brian Elliott, Firefighter Dave Chaloux and Sarah Taffel, Director of Human Resources, Labor Relations and Administrative Services.
- A. Call to Order:** Meeting called to order at approximately 1806 hours.
- B. Approval of Minutes:** Upon motion duly made and seconded, the minutes of the Fire Commission's January 16, 2019 meeting were approved unanimously.
- C. Monthly Reports:**
- (i) **Chief's and Deputy Chief's Report:** The Commission reviewed and discussed the Chief's and Deputy Chief's report dated February 4, 2019.
 - (ii) **Apparatus Supervisor's Report:** The Commission reviewed the Monthly Apparatus Supervisor's Report dated January 2019, the January 2019 Monthly Report Supplement and the Running Apparatus Major Repair List for February 2019.
 - (iii) **Dive Team Report:** The Commission reviewed and discussed the Dive Team Report submitted February 6, 2019. The Dive Team is pricing a new Dive Team vehicle (likely a Ford 450 or 550) with a utility body and capable of hauling a trailer.
 - (iv) **Fire Marshal's Report:** The Commission reviewed the Fire Marshal's Activity Report dated January 2019.
- D. Old Business:**

*Minutes have not been reviewed by this Board and may be subject to revision in future minutes.

- (i) **Wilton Dispatch:** The Police Department continues to work with dispatch personnel on simulated fire operations.
- (ii) **Station #2 Renovation/Statement of Requirements ("SOR"):** Commissioner Healy noted that Director of Public Works and Facilities Chris Burney is drafting a revised SOR. The revised draft will be reviewed by Commissioner Tartell and; thereafter, brought to the Fire Commission for review and comment.
- (iii) **Deputy Chief Posting:** Commissioner Healy reported that Director Taffel is working on the job description for the posting.

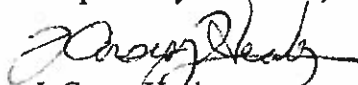
E. New Business:

- (i) **Budget FY20:** The Chief reported that he is scheduled to meet with First Selectwoman Vanderslice and Chief Financial Officer Kelly-Lenz on February 12, 2019 to review the Department's draft budget. The Board of Selectmen are scheduled to review the budget on February 20, 2019.
- (ii) **Lieutenant's Exam:** Director Taffel is scheduled to meet with representatives of Local 2233 on February 15, 2019 to discuss the testing process. Chief Kanterman and Director Taffel are working on the job description for the position.
- (iii) **Holmatro Extrication System:** Holmatro has been replaced by the Hurst extraction equipment and tools. Chief Kanterman reported that there was no trade-in value on the Holmatro equipment and tools. The Chief will explore the sale or donation of the Holmatro equipment and tools to another fire department.

F. Public Comment: Chief Kanterman thanked Director Taffel and the Town Clerk's office for lending a hand to the Department in Cathy Horn's absence (The Chief was happy to report that Cathy Horn is doing well and expected to return to work the week of February 11, 2019). Firefighter Chaloux inquired and discussion was had regarding the chain of command and reporting tree during the Chief's absence for his daughter's wedding the weekend of February 9, 2019.

G. Adjournment: Upon a motion duly made and seconded, the Commission voted unanimously to adjourn the meeting at approximately 1851 hours,

Respectfully submitted,


J. Casey Healy
Fire Commission

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