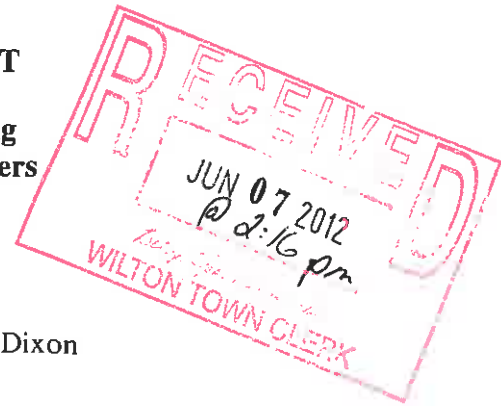


Fire Commission

236 DANBURY ROAD
WILTON, CONNECTICUT

Minutes of Regular Meeting
Fire Department Headquarters

December 7, 2011



Present: Commissioners Casey Healy, Gary Mecozzi and Troy Ellen Dixon

Fire Department Personnel

Chief Paul Milositz; Deputy Chief Mark Amatrudo
CPT Karl Dolnier

- A. **Call to Order:** The meeting was called to order at 1830 hours.
- B. **Approval of Minutes:** Upon a motion duly made and seconded, Minutes of the July 13, 2011 Special Meeting, the September 7, 2011 Regular Meeting and the October 19 Regular Meeting were approved unanimously.

Monthly Reports

1. **Report of the Chief:** Reported on a November 2, 2011 letter of appreciation from Robert N. Kircher for the assistance of WFD personnel in the aftermath of Hurricane Irene and Winter Storm Alfred; and a November 23, 2011 letter of appreciation from Westport Department of Fire Services Chief Andrew J. Kingsbury for the November 20 mutual aid response to the Saugatuck Congregational Church fire.

Advised the Commission that the department will be testing and evaluating the new Scott SCBAs with the Safety Committee on December 14, 2011.

2. **Report of the Deputy Chief:** The Commission reviewed the Monthly Deputy Chief's Report dated December 7, 2011. The full report is attached.

The report noted YTD total of 1,655 incidents – 423 Fire & Alarms, 664 EMS and 568 All Other. Current YTD total exceeds prior YTD totals by approximately 12%, with the increase spread across all response types.

Significant incidents included Engine 1 standby at New Canaan Fire HQ (November 9); chimney fire at 70 Hickory Hill Road (November 16); Truck 5 mutual-aid response to Westport (November 20); chimney fire at 65 Liberty Street (November 21); chimney and structure fire at 20 Grey Rocks Road (November 25).

Other highlights include:

- Monthly officers meeting scheduled for January 2012.
- A total of 515 training hours were reported during the month, which is substantially higher than the monthly goal of 315 hours.

- No apparatus was out of service during the month.
- Installation of the sprinkler system at HQ is complete.
- Training room is complete except for minor finishing items.
- Long-term/administrative sick leave of Lt. Michelsen has cost slightly more than \$90,000. Of that amount, \$50,100 has been expended in FY2012. Overtime and Shift Coverage has been reduced in certain areas to limit total YTD overage at \$40,300.
- Wilton Volunteer Ambulance Corps will become an independent organization and will accept no funds from the Town of Wilton. This requires additional negotiation, development of contracts and establishment of a lease agreement between WVAC and the Town for their building. As a result, the process of transferring dispatch of WVAC calls from the Police Dispatch Center has been halted and future arrangements for placement of the two WVAC vehicles currently housed at WFD HQ are under consideration.
- Apparatus Committee for new Engine/Tanker has held two meetings to develop specifications for evaluation of bids, detail equipment to be carried on the Engine/Tanker and discuss possible engagement of a consultant to assist with final development of specifications and review/evaluation of the bids. Committee has begun review of materials provided by five leading apparatus manufacturers. The next meeting of the Committee is scheduled for January 2012.

C. Old Business

1. **Review FY2013 Budget:** The budget was submitted on December 4, 2011. The operating budget reflects a 1% increase over the current year, which excludes any salary increases that may result from renegotiation of the firefighters' union contract as well as any possible increase in group health insurance because that figure has not yet been provided by the Town Finance Department.

The following items have been included in the Capital Budget: Replacement Engine/Tanker (\$695K); Annual Regional Dispatch Expense (\$90K); Replacement Staff Vehicle (\$45K); Balance of MDT Replacement Costs (\$7.5K).

CPT Karl Dolnier indicated that he sees no need for purchase of a new Engine/Tanker at this time and does not support the corresponding capital expenditure request of \$695,000.

D. New Business

1. In consideration of the fact that the current Chair will be stepping off the board due to term limitations, the Commission will elect a Vice Chair to ensure a smooth leadership transition.
2. Upon motions duly made and seconded, Commissioner Healy was elected to serve as Chair, Commissioner Mecozzi was elected to serve as Vice Chair and Commissioner Dixon was elected to serve as Secretary.

3. The 2012 schedule of Fire Commission meetings was established as 6:30 pm at WFD HQ on the first Wednesday of every month, with the exception of the first Wednesday in July which is Independence Day.

E. **Adjournment:** Upon a motion duly made and seconded, the Commission voted unanimously to adjourn the meeting at 1927 hours.

The next scheduled meeting of the Commission will be held on Wednesday, January 4, 2012 at Fire Department Headquarters; said meeting will be a regular monthly meeting commencing at 1830 hours.

Respectfully submitted,



Troy Ellen Dixon, Secretary
Wilton Fire Commission