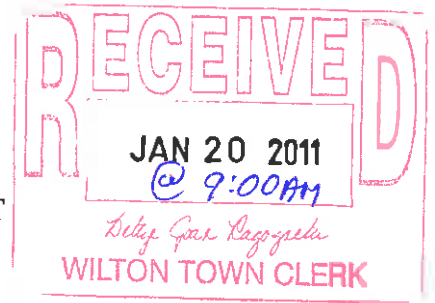


Fire Commission
236 DANBURY ROAD
WILTON, CONNECTICUT

**Minutes of Special Meeting
Fire Department Headquarters**

December 14, 2010



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

Fire Department Personnel

Chief Paul Milositz; Deputy Chief Mark Amatrudo; CPT Stuart Carter;
FF Jim Blanchfield; FF Pat Garber; FF Glenn Johnson

A. Call to Order: The meeting was called to order at approximately 1830 hours.

On a motion by Commissioner Mecozzi and seconded by Commissioner Dixon, Commissioner Healy was nominated as Chair and elected unanimously. On a nomination by Commissioner Healy and seconded by Commissioner Mecozzi, Commissioner Dixon was nominated as Secretary and elected unanimously.

B. Approval of Minutes: Upon a motion duly made and seconded, the Minutes of the November 30, 2010 Special Meeting were approved unanimously.

Monthly Reports

- 1. Report of the Chief:** The Chief reported on the December 13 fire at Portofino's Restaurant located at 10 Center Street. Commending the crews that attacked the fire aggressively and brought it under control quickly, the Chief stated that there was a difficult access, the fire spread in the rafters from the B to D sides of the building, the roof had to be vented and required three power saws to cut through several layers and types of roofing materials. CPT Gies was in command at the scene. The Chief noted that New Canaan, Weston and Westport were called upon for mutual aid, with New Canaan and Westport each sending an engine and crew, while the call to Weston was cancelled. One firefighter was taken to Norwalk Hospital, treated for a heat-related condition in the emergency room and released.

The Chief reported that the Red Cross trailer is being removed from the HQ parking lot and being returned to the Red Cross. A new trailer from the CT Department of Emergency Management and Homeland Security will be received in the near future. It will contain shelter management supplies such as cots and blankets. All other Region 1 Towns and Cities have received such a trailer under a regional homeland security funding grant.

- 2. Report of the Deputy Chief:** The Commission reviewed the Monthly Deputy Chief's Report dated December 12, 2010. The full report is attached.

The report noted that there were a total of 147 incidents for the month of November – 35 Fire & Alarms, 64 EMS and 48 All Other. This brings the YTD incident total to

1,479 – 372 Fire & Alarms, 649 EMS and 458 All Other. November 2010 totals represent an approximate 12% increase over the same month last year. Total incidents YTD are 5% below the same period in the prior year, with an increase in service and other calls somewhat offsetting decreases in fire/alarm and EMS calls. The only significant incident during the month was an MVA with extrication on Quarry Road that took place on November 27.

Other highlights include:

- The Wilton Board of Finance approved a Police Department request to convert from EmergiTech records management and CAD to NexGen.
- The water at Station 2 was re-tested and found to no longer have E. coli, though bacteria were still present. The agreed-upon remediation plan has been initiated by the contractor, including installation of an ultraviolet water purification system (\$3,400) to kill the remaining bacteria. It was noted that this system will automatically shut-off the water system if bacteria is detected. The contractor will also conduct another water test to assure that the water is potable and has scheduled a service technician to conduct regular service and maintenance of the entire Station 2 water treatment system.
- As a result of extensive overtime incurred for coverage of the open firefighter position, kayakers' search, fire call-backs and storm duty, it is estimated that there will be an approximate \$40,000 budget overage for FY11. This amount is somewhat lower than the estimate provided as of November. It should be noted that without the impact of the open firefighter position, actual expenditures would be under budget for the full year.
- Firefighter Candidate Benedict will graduate from the Connecticut Fire Academy on December 17. In the final weeks of training, his formal and informal progress reports continue to be excellent.
- Firefighter Brian Elliott was promoted to the rank of Lieutenant On December 6. A formal ceremony will be held for LT Elliott later in the month.

C. Old Business

1. **Station 2 Water Update:** Discussed as part of Deputy Chief's Report.
2. **Budget Update:** The FY12 budget has been prepared in accordance with instructions received from the Finance Department. Increases in budget primarily due to salaries, shift coverage, overtime and benefit/contractual expenses, which account for 92% of the Department budget. Other increases relate to proposed Regional Dispatch and other capital projects related to facility, equipment and vehicles. FY12 budget of \$4,499,493 represents a 3.2% increase over FY11 budget but only a 1.7% increase over actual FY11 expenditures.

D. New Business

1. **Discussion and Vote for New FC Chair:** Discussed and voted at start of meeting.
2. **Set Fire Commission Meeting Schedule for 2011:** Meetings will be scheduled for the first Wednesday of every month. If the first Wednesday in any month falls on a holiday, the schedule will be established to hold that meeting on the second Wednesday of that month.

3. **Approval for Educational Reimbursement to Fire Inspector Rocco Grosso:** Upon a motion duly made and seconded, the Commission voted unanimously to reimburse Inspector Grosso in the amount of \$1,215 which represents 75% of the tuition for coursework he completed at the University of New Haven.
4. **Discussion of Consolidated Dispatch Plan:** The Deputy Chief provided a status update on the proposed plan to regionalize Fire and EMS dispatching for New Canaan, Westport, Wilton and Ridgefield, which would be sited in Westport. He advised that a meeting had been held with the First Selectmen of New Canaan, Westport, Wilton and Ridgefield to present the proposed plan, which they endorsed. The Deputy Chief stated the proposal from Southwest C-MED to assume responsibility for Wilton Fire and EMS dispatching continues to be an available option, but that any move to C-MED is seen as an interim step that would serve for one to years only since C-MED is unable to meet the mobile data terminal requirements and has lost all of its fire dispatching clients with the exception of New Canaan, which is planning a transition to the new regional dispatch center.

Following discussion of plan details, including cost implications, it was agreed that the benefits – e.g. faster automatic/mutual aid response times, improved delivery of effective EMD and pre-arrival instructions, enhanced public safety – support further exploration of this opportunity. It was noted that a joint meeting of the Wilton Fire and Police Commissions is planned for December 16 to provide Police Commissioners, Chief and Deputy Chief with plan details and secure support for the initiative during the budget approval process.

- E. **Adjournment:** Upon a motion duly made and seconded, the Commission voted unanimously to adjourn the meeting at approximately 1925 hours.

The next scheduled meeting of the Commission will be held on Wednesday, January 5, 2011 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