



WILTON FIRE COMMISSION

COMSTOCK COMMUNITY CENTER

Room 12

180 School Road
Wilton, CT 06897

BY
(K)

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Minutes of December 5, 2018

Board of Commissioners Special Meeting

Present: Commissioners J. Casey Healy and Ross Tartell

Others: Chief Ronald E. Kanterman, Captain Kevin Czarnecki, Jim Blanchfield and Brian Elliott, Firefighters Dave Chaloux, Mike Blatchley and Erik Tucker, Director of Human Resources, Labor Relations and Administrative Services Sarah Taffel and Director of Public Works and Facilities Christopher Burney.

- A. **Call to Order:** Meeting called to order at approximately 1816 hours.
- B. **Approval of Minutes:** Upon motion duly made and seconded, the minutes of the Fire Commission's September 26, 2018 and October 24, 2018 meetings were approved unanimously.
- C. **Monthly Reports:**
 - (i) **Chief's Report:** The Commission reviewed and discussed the Chief's report dated December 3, 2018.
 - (ii) **Deputy Chief's Report:** The Commission reviewed and discussed the Deputy Chief's report dated December 3, 2018.
 - (iii) **Apparatus Supervisor's Report:** The Commission reviewed the Monthly Apparatus Supervisor's Report November 2018.
 - (iv) **Fire Marshal's Report:** The Commission reviewed the Fire Marshal's Activity Report November - 2018.

D. Old Business:

- (i) **Wilton Dispatch:** Captain Czarnecki made 2 presentations regarding FD dispatch to the Police Department's new officers and to Officer Malcolm who had returned from injury leave.
- (ii) **Captain's Exam:** The written exam will be given on December 18, 2018 and the oral exam will be given on December 19, 2018.
- (iii) **Station #2 Renovation/ - Statement of Requirements ("SOR"):** Commissioner Healy is drafting the minutes of the Commission's November 7, 2018 meeting at which the SOR was discussed. Upon completion, he will provide same to Director Burney and Commissioner Tartell to be used to draft a new SOR.

E. New Business:

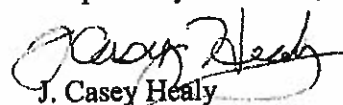
- (i) **Fire Department Objectives for FY19-Progress Report** – The Commission reviewed and discussed the Chief's Memorandum to the Commission dated December 5, 2018 entitled Department Goals for Calendar Year 2018/FY19.
- (ii) **Budget Process** – Commissioner Weldon was assigned as the liaison to the Chief and Deputy Chief with respect to the preparation of the Department budget for the upcoming fiscal year.
- (iii) **Board of Fire Commissioners meeting schedule for 2019** – Upon motion duly made and seconded, the Commission's meeting regular monthly meeting schedule for the 2019 calendar year was unanimously approved.

F. Public Comment: Commissioner Weldon thanked the Chief and the Department for their response to a carbon monoxide alarm at his residence.

G. Executive Session: Upon motion duly made and seconded and unanimously approved, the Commission entered into Executive Session at approximately 1916 hours to discuss the pension negotiation with IAFF Local 2233. Director Taffel was invited attend the Executive Session. At approximately 1944 hours, the Commission ended the Executive Session with no action taken.

H. Adjournment: Upon a motion duly made and seconded, the Commission voted unanimously to adjourn the meeting at approximately 1945 hours,

Respectfully submitted,


J. Casey Healy
Fire Commission