



## WILTON FIRE COMMISSION

TOWN HALL - MEETING ROOM B  
238 Danbury Road  
Wilton, CT 06897  
203-834-6247

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Minutes of November 7, 2018

### Fire Commission Special Meeting

**Present:** Commissioners J. Casey Healy, Ross Tartell and Christopher Weldon.

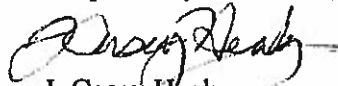
**Others:** Chief Ronald E. Kanterman, Captain Kevin Czarnecki and Jim Blanchfield, Firefighters Dave Chaloux and Mike Blatchley, Sarah Taffel, Director of Human Resources, Labor Relations and Administrative Services and Director of Public Works and Facilities Christopher Burney.

- A. **Call to Order:** Meeting called to order at approximately 17:16 hours.
- B. **Discussion of Station #2 Statement of Requirements:** Commissioner Healy restated that the Commission would be discussing those items set forth in a document prepared by Chief Kanterman entitled Station #2 – Approved S.O.R. – Recommended Priority Order dated January 12, 2017 (the “Priority List”) that had not been discussed at the Commission’s September 26, 2018 meeting; noting that there were 26 items on the Priority List (a copy of the Priority List is attached to these Minutes as *Exhibit A*). Commissioner Healy reminded the Commission that 18 of the 26 items were discussed at the September 26 meeting. Thereafter, the Commission reviewed and discussed the outstanding items on the Priority List with input from Director Burney and the members of the Department in attendance at the meeting. The conclusion or consensus of the Commission as the case may be was that:
1. Maintain the present sleeping capacity of 2-firefighters with temporary accommodations for 2-additional firefighters (Item #3 on the Priority List). Chief Kanterman renewed his request to accommodate 4-firefighters with temporary accommodations for 2-additonal firefighters.
  2. Ascertain whether two single occupancy bathrooms can fit within the existing building footprint in order to provide at least one working bathroom in the event that the second bathroom is out of service (Item #4 on the Priority List).

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

3. Multi-purpose room to remain (Item #9 on the Priority List).
  4. A new radio room and a visitor's room were deemed unnecessary (Item #12 on the Priority List).
  5. The fitness/exercise rooms are to be maintained with an effort made to ascertain whether changes to the existing floor plan can accommodate the cardio equipment and weights being located in one room (Item #16 on the Priority List).
  6. Separate quarters for the officer was deemed unnecessary for the reason that the officer at Station 2 has his or her own room and otherwise adequate computer terminals and workstations are available or provided for (Item #18 on the Priority List).
  7. Vertical expansion of Station 2 was deemed unnecessary (Item #25 on the Priority List).
  8. Effort to be made to cost effectively improve the exterior appearance of Station 2 (Item #26 on the Priority List).
- C. **Selection of a Personnel Search Committee for the Chief's position:** After discussion and upon motion duly made and seconded, the Commission appointed a Personnel Search Committee for the position of Chief of the Department comprised of J. Casey Healy, Ross Tartell, Christopher Weldon and Sarah Taffel.
- D. **Public Comment:** None.
- E. **Executive Session - Deputy Chief Performance Review:** Upon motion duly made, seconded and unanimously approved, the Commission entered into Executive Session at approximately 18:15 hours to discuss the Deputy Chief's Performance review. Director Taffel was invited attend the Executive Session. At approximately 19:11 hours, the Commission ended the Executive Session with no action taken.
- F. **Adjournment:** Upon a motion duly made and seconded, the Commission voted unanimously to adjourn the meeting at approximately 19:12 hours.

Respectfully submitted,



J. Casey Healy  
Fire Commission

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## **STATION 2-APPROVED S.O.R. IN PRIORITY ORDER**

1. New well at 688 Ridgefield Road
2. Increase the height of the main bay doors
3. Maintain present sleep capacity at 4 with temporary emergency accommodations for two additional staff
4. Convert existing bathroom to two "single occupancy" bathrooms
5. Replace and/or repair the existing electrical, HVAC, and plumbing systems
6. Replace the existing windows
7. Replace roof, gutters and leaders
8. Provide a Radon mitigation system
9. Multi-purpose Room to accommodate the occupants
10. Provide a high speed communication system
11. Install new fire detection and protection systems
12. Radio Room/Visitor Reception
13. Provide a slip proof coating for the apparatus bay floor
14. Install traffic warning signals on Rt. 33
15. Decontamination Room
16. Fitness/Exercise Room
17. Upgrade kitchen
18. Separate Quarters/Office for the Officer
19. Replace floor coverings
20. Provide new furniture
21. Provide an oil/water separator for the apparatus bay
22. Remove abandoned underground oil tank
23. Repave parking areas and main driveway
24. Provide a vertical expansion of the building
25. Improve exterior appearance of firehouse
26. Solar panels

**\*\* Abate Hazardous Materials as required.**