

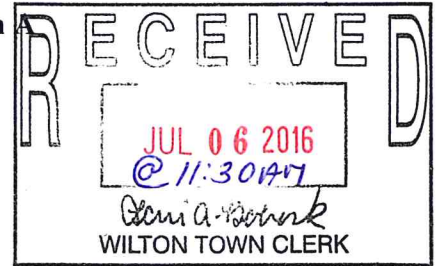


Wilton Fire Commission

Town Hall – Annex Meeting Room
238 DANBURY ROAD
WILTON, CONNECTICUT
Town Hall– Room B

Minutes of Monthly Meeting

May 16, 2016



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

Others: Chief Ronald E. Kanterman, Deputy Chief Mark Amatrudo, Capt. Kevin Czarnecki, Firefighters Mike Wydra and Brad Carlson, Fire Marshal Rocco Grosso and Apparatus Supervisor Ralph Nathanson.

A. Call to Order: Meeting called to order at 8:00 am.

B. Approval of Minutes: Upon motions duly made and seconded, the Commission voted unanimously to approve the minutes of the Commission meetings held on April 13, 2016.

C. Monthly Reports:

- a. **Chief's Report:** The Chief's report dated April 1, 2016 is attached. Highlights included:
 - Chief discussed the fillable form for the WFD's website to expedite the permitting process for a burn permit which the Town IT Department is creating for the WFD.
 - Chief outlined the process for the WFD's committee for reviewing SOPs and personnel who will be participating in that process.
 - Chief explained his meeting with Supt. K. Smith and the Wilton Board of Ed concerning the use of an electronic survey and measurement tools in the schools in order to monitor their fire awareness programs. The hope is to measure the successful news of the programs and determine areas of improvement. In addition to the public schools in Town, the Chief also met with Sarah Walker of the Montessori School about the same initiative he would like to start with the private schools in Town as well. The Chief will continue to monitor fire safety education.
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- b. **Deputy Chief's Report:** The Deputy Chief's report dated April 11, 2016 is attached. Highlights in the report included:
 - The fact that we continue to see a flat to decreasing call volume versus 2015 is due to the lack of storms.
 - The Deputy Chief reviewed the 411 hours of training that the Department members underwent this month with the highest amount of hours in EMS and Pump Water training.
 - The radio amplifier system in Station 1 was rebuilt and installed after it failed.
 - The new engine is on schedule. Truck 5 is going in for steering maintenance with the Town of Westport to cover while it is out of service. Engine 1 PTO was rebuilt and reinstalled. The PTO is also considerably lighter.

- The new Dive Trailer is expected to be delivered in June.
 - Deputy Chief discussed the Cert Team's new office in renovated Comstock Building.
 - Deputy Chief detailed his thoughts on the potential purchase of a new ATV/UTV to replace the Department's Worm and being prepared if the Worm ultimately fails. The hope is to use grant money and donations to cover the purchase of the ATV/UTV. The Deputy Chief believes that he will receive approximately \$27,000 in grant money just before and after the fiscal year end.
 - Deputy Chief discussed the fact that there are new guidelines coming down from Homeland Security for the Town's EOC.
 - Deputy Chief further discussed the Community Risk Reduction Program that the Department had launched with respect to private and public pools.
 - Lastly, Deputy Chief advised on the continued progress with putting the regional dive team together and Captain Czarnecki explained that it was at the Deputy Chief level of the various Departments to determine interest and participation levels with the understanding that it would cost between \$2,000 to \$3,000 for each team to join.
- c. **Fire Marshal's Report:** Fire Marshall Rocco Grosso presented a summary of the Fire Marshall Report including the fact that there were 49 inspections completed during the month of April with 19 violations cited.
- d. **Dive Team Report:** Beyond the issues discussed above, there was no Dive Team Report submitted for review by the Commission.
- e. **Apparatus Supervisor's Report:** Beyond the issues discussed above, there was no Apparatus Supervisor's Report submitted for review by the Commission.

D. Old Business:

- a. **Station 2:** There was nothing to report as the Building Committee had just met for the first time and they merely set-up structure of the committee.
- b. **Wilton Dispatch:** There was some confusion about the involvement of the Department in the hiring process and training process of the new dispatcher. It is clear that the Department was actively involved in the hiring process but that there was some breakdown in communication on the training needed from the Fire Department. It was discussed that there is need to have more open communications at the lower levels of both the Fire and Police Departments so the personnel of each know who is working and have an open line of communications. There were discussions ongoing about issues on dispatching the Fire Department and the correct apparatuses. Commissioner Weldon has a meeting set-up with Commissioner Mason of the Police Commission to see how to best streamline these issues. In addition, Chief Kanterman and Chief Crosby are meeting with the First Selectman to discuss the fact that the two Departments must work together on this issue as they are staying together in dispatch.
- c. **Staffing:** The Chief advised that he will be speaking with the First Selectman after the budget season and that he was continuing to work on his White Paper on the issue.

E. New Business

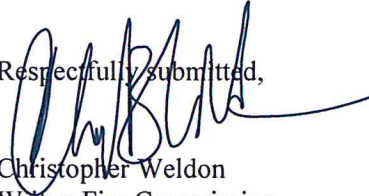
- a. **Votes:**
1. Commissioner Tartell moved to allow FF Scarpetti to carry over his vacation time to the new year. It was seconded by Commissioner Weldon and carried 3-0.
 2. There discussion on the fee structure for the Fire Marshall's services and there will be a slight increase in the fees across the board. Chairman Healy moved to approve the new fee structure which was seconded by Commissioner Tartell and passed 3-0.

F. Public Comment: There was no public comment.

G. Adjournment: Upon a motion duly made and seconded, the Commission voted unanimously to adjourn the meeting at approximately 8:55 AM.

Next meeting is scheduled to be held on Tuesday, June 7, 2016 commencing at 8:00 am in meeting Room B at the Town Hall.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Chris Weldon', with a long horizontal flourish extending to the right.

Christopher Weldon
Wilton Fire Commission