



## WILTON FIRE COMMISSION

### SPECIAL MEETING MINUTES OF JULY 13, 2021 HELD VIA TELE-CONFERENCE

**Present:** Commissioners Casey Healy, Terrie Schwartz and John Hall.

**Others:** Chief Jim Blanchfield, Deputy Chief John Plofkin, Fire Marshal Rocco Grosso and Director of Human Resources, Labor Relations and Administrative Services Sarah Taffel.

1. **Call to Order:** Meeting called to order at approximately 6:00 p.m.
2. **Discussion and/or action on an update on hiring process.** The Commission discussed the matter in Executive Session. No action was taken.
3. **Approval of Minutes:** Upon motion duly made and seconded, the minutes of the Fire Commission's Regular Meeting held on June 2, 2021 and the Special Meeting - Executive Session and Special Meeting held on June 24, 2021 were approved 3-0.
4. **Monthly Reports:**
  - A. **Fire Marshal:** There were no questions or comments regarding the Fire Marshal's report.
  - B. **Deputy Chief:** The monthly training topic for June was EMS training. Four sessions were conducted with the Wilton Volunteer Ambulance Corps, Police Department and Fire Department. Other training for the month included practical skills session and tanker operations and water supply. A meeting was held to discuss an EMS training calendar to track training hours and audit members to ensure certification. Captain Wilson and Firefighter Treycheff completed Hazmat Tech certification. Deputy Chief Plotkin and Fire Marshal Grosso attended fire extinguisher training. Elevator emergency training is in the works.

Headquarters was cleaned, rearranged and organized to maximize safety. Signal 99 protocol is near approval. All garage doors were serviced. New speaker system for the apparatus bays room are being reviewed.

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

**C. Apparatus Supervisor:** Apparatus Supervisor Richard Carlo has hit the ground running and exhibited expertise. All present thanked firefighters Gary Fuoco, Dan Lewis and Noah Fouud for their assistance with apparatus these past months.

**D. Chief:** There were 152 alarms in June, in line with pre-COVID alarm totals. Timing from emergency dispatch notification to arrival on-scene is being tracked. The national standard is 7:00 minutes; Wilton was at 6:09. Further research is being conducted to verify these numbers. A discussion was held regarding the number of false alarms which are often a result of automatic alarms. The Department continues to follow Department COVID guidelines.

Meetings were held during the month with Human Resources, Department of Public Works and Finance. A health and safety meeting was held with the Department. Tracking software was purchased for truck checks, gear and PPE. A new process was instituted for mutual aid, received and requested. Historically, calls were made by telephone tree, the new system will allow for simultaneous calls to all Region 1 towns.

The first Truck Replacement Committee meeting will be held tomorrow. A Lieutenant test will be put together soon following the promotion of Captain Wilson. The FY21 budget year is being wrapped up. Receipt of the prospective design for the Headquarters kitchen is hoped for this week. A triage list for Station 2 has been compiled. A meeting with the radio consultant has been scheduled. All present thanked Captain Czarnecki for representing the Department at the EMS awards. The Department assisted CERT with annual fire safety training.

The Commission discussed the nature of future meetings; fully open, fully remote or hybrid. Upon motion duly made and seconded, the Commission voted to go forward with full Zoom meetings with 48-hour notification. The Department's reading program with Wilton Library continues. A reading will take place at the Department in August.

**5. Unfinished Business:** Bids for the Headquarters project are expected soon. More follow-up regarding Station 2 will be done this month.

**6. New Business:** Firefighter Treycheff has been training on Engine 1 to gain addition drive and EMS training. Positive feedback has been received. He will soon move to other apparatus.

**7. Public Comment:** None.

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8. **Adjournment:** Upon a motion duly made and seconded, the Commission voted unanimously to adjourn the meeting at approximately 7:10 p.m.

Respectfully submitted,

*/s/ J. Casey Healy*

J. Casey Healy  
Fire Commission

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