

# City of West Haven Fire Department Allingtown

## COMMISSIONERS

Iris Diaz, Chair  
Cori Nunley, Vice Chair  
Andrea Palumbo  
Paul Sikorski Jr  
Troy Tappin  
Frederick Brown, Alternate  
Kevin Corcoran, Alternate



Michael T. Esposito  
Deputy Chief/Fire Marshal  
mesposito@cityofwesthavenfd.org

## REGULAR MEETING CITY OF WEST HAVEN FIRE COMMISSIONERS ALLINGTOWN

Board of Fire Commissioners

September 1, 2020 at 6:30 p.m.

20 Admiral Street, West Haven, CT 06516

Due to Social Distancing Only the Board of Fire Commissioners,

Chief and Business Manager will be in Attendance

No Public Session

(Your input is greatly appreciated; feel free to email the board with any questions or concerns.)

## AGENDA

1. Pledge of Allegiance
2. Roll Call
3. Approval of August 5, 2020 meeting minutes.
4. Public Session: NONE
5. Finance  
Invoices
6. Communications
7. Report of Chief
8. Report of Deputy Chief/Fire Marshal
9. Old Business  
Headquarters Issues  
Chief's Position  
Grants  
Grade C Test  
Minor Park Chimney  
Firehouse Study

2020 AUG 31 PM 4: 25



# City of West Haven Fire Department Allingtown

10. New Business

11. Executive Session.

Vacation and Sick Time

Personnel Issues

CITY OF WEST HAVEN FIRE DEPARTMENT ALLINGTOWN  
August 5, 2020  
Minutes

RECEIVED  
TOWN AND CITY CLERK  
OF WEST HAVEN  
2020 AUG 10 PM 3:32

A Meeting of the City of West Haven Fire Department Allingtown was held on Tuesday, August 5, 2020.

Present were Commissioners Iris Diaz, Paul Sikorski, Frederick Brown, and Kevin Corcoran. Also present was Deputy Chief Esposito.

Commissioner Diaz called the meeting to order at 6:38 pm.

1. Pledge of Allegiance

2. Roll Call

Business Manager Brooks called the roll and declared a quorum. Absent were Commissioners Palumbo and Nunley.

3. Approval of June 2, 2020 meeting minutes.

Commissioner Brown made a motion to approve the June 2, 2020 meeting minutes with the correction of the date, seconded by Commissioner Sikorski and approved unanimously.

4. Public Session NONE

Commissioner Diaz stated that if we have to continue holding our meetings practicing social distancing then we would accept any comments or questions from the public. They can email them to us.

Acting Chief Esposito stated that he had received an email from Margaret Krzeminski of 1 Robart Street, West Haven, CT. She asked for copies of meetings that were held in March, April, May and June. Acting Chief Esposito sent her the meeting minutes explain that there was no meeting in April due to Covid 19. He also explained that the August meeting was changed from Tuesday the 4<sup>th</sup> to Wednesday the 5<sup>th</sup> due to the storm. Margaret stated that she saw in the legal section of the paper the advertisement for the Chief's position and the bid for the Architectural design services for the Allingtown Fire Station. She asked where the money was coming from, but also mentioned that she saw we got part of a grant. Acting Chief Esposito explained that the Chief's position closed on July 31<sup>st</sup>. The position is budgeted for in the current budget year. The bid for the fire station is a study of the feasibility of building a station, not the actual design of it. We applied to CDA for funding and received \$30,000 for it. The balance would come out of our contingency fund. This has been in the planning stage since October 2017, and now we have secured the funding to take the next step. As always, if you have any questions on these matters feel free to call or stop at Headquarters and Debbie or I will assist you.

5. Finance: Reviewed and accepted the list of processed invoices for June and July.

Business Manager Brooks explained that the copier contract is up for renewal. I spoke with Rob Cincotta who is the director of sales for Prism. He offered the same type of copier in a newer model (Savin IM C2000 Digital Color Imaging System) with a maintenance agreement. Copies will be separate as they are now. The price went down from \$110.00 per month to \$100.00 per month. A brief discussion followed. The board decided to go with this copier for the price offered.

6. Communications: Acting Chief Esposito read a thank you note from the family of Helen Proto (Commissioner Palumbo's Mom) for the donation made in her name.  
Acting Chief Esposito read a thank you note from Jean Mullins for her birthday parade.
7. Report of the Chief: Acting Chief Esposito gave verbal and written reports for June and July which will be kept on file.
8. Report of Deputy Chief/Fire Marshal: Deputy Chief Esposito gave verbal and written reports for June and July. Written reports will be kept on file.
9. Old Business: Parkview Commons Project-Acting Chief Esposito said that they are almost completed. There are a few small things that need to be done.

Headquarters Issues- Acting Chief Esposito stated that the front is still not fixed. He said that we didn't get any results from the size me graph meters that were used to test the vibration of the building. I will call tomorrow and see if I can get the results of the test. Acting Chief Esposito had a discussion about the Bunkie program. We may have four students this year. We need to secure a few parking spaces. I'll have to approach them next door to see if we can get a few spaces. Commissioner Diaz suggested that we reach out to the proper authorities to find out about the program as far as any quarantine situation and so forth.

Discussion concerning Tri District Commission: Commissioner Diaz explained that she met with Commissioners Sweeney and Bruno. Chief O'Brien was also present. We met briefly several weeks ago. There was discussion about the Tri-District Commission. There was language that was written. Everyone received a copy several months ago and I asked if anyone had any questions or recommendations of clarity. I asked for them to reach out to me so I could share this at the meeting. A couple of you did, so I shared what you had given me along with some of my comments as well. They took it and it was reviewed by their attorney. They have an attorney to make sure the language is legal and fair and Chief O'Brien sent me back a copy so I can review the language. It looks good. We are planning to have a meeting hopefully in September we will have it over in Center which is on Elm Street. Commissioner Brown was there to introduce me to everyone that was there. Thank you very much. That was very nice of you. It seems like it is going to be good. It's going to be something that will help us with the MARB especially. It's good to get everyone together on different things and financial issues too.

Chief's Position: Commissioner Diaz explained that an ad was placed and the application acceptance was open until July 31, 2020. We received four applications. She gave a brief description of the last hiring of a chief. She explained going forward with this process I have been informed that we will not have a committee from city hall, however, I feel that we should ask Mayor Rossi, Councilwoman Hamilton and possible one other person to sit in on the interviews. Commissioner Brown mentioned Beth Sabo because she is head of HR. Commissioner Diaz stated that we need to review the applications in depth and set up the interview schedule.

Grants-Acting Chief Esposito explained that we do not have the results of the truck and air pak grants. He will keep you informed on any information pertaining to these grants as he gets it. The grant for the gear washing machine and dryer has been awarded. They have been ordered and will be installed as soon as we get them.

Grade C Test-Acting Chief Esposito stated that we have advertised for a Grade C Firefighter/EMT/Paramedic. We had 44 applicants. The test was given and the test results came back. Commissioner Diaz, James Wilkinson (test proctor) and I met and opened the results. There were no paramedics that passed. The test is divided into seven different categories. You can pass the test but fail two different areas. This type of test will flag those areas so you know where the candidate may need some help. Brief discussion followed on the test. How the test is done and how the candidates are matched to their score.

Minor Park Chimney-acting Chief Esposito presented the bids that he had received and they were going to review them and make a decision on that.

Firehouse Study-Acting Chief Esposito explained that the ad went out. The last day to send in a bid was today. Four proposals were sent in. They have to be reviewed and then we can see who would be the most favorable. Then we will go from there to the next step of this process.

10. New Business: Commissioner Brown welcomed Commissioner Sikorski. He suggested that it would be helpful to us if the finance director could meet with the board to discuss the audit. He also suggested that the board meet with the Mayor to discuss any unresolved issues.

A motion was presented to close Regular Session at 8:25 p.m. and go into Executive Session by Commissioner Corcoran, seconded by Commissioner Brown and approved unanimously.

A motion was presented to close Executive Session and return into Regular Session at 9:22 pm. by Commissioner Brown, seconded by Commissioner Corcoran and approved unanimously. Commissioner Brown made a motion to for Acting Chief Esposito to confirm the bids for the repair to the chimney at Minor Park; to make sure the price would be as quoted and then they would go forward, seconded by Commissioner Corcoran and approved unanimously.

A motion was presented to adjourn by Commissioner Brown, seconded by Commissioner Corcoran and approved unanimously. Meeting adjourned at 9:24 p.m.

All minutes are subject to the final approval of the City of West Haven Fire Department Allingtown Commissioners.

Minutes recorded by Business Manager Brooks