

**MINUTES**  
**BOARD OF PUBLIC SAFETY**  
**January 4, 2012**

A **REGULAR MEETING** of the Board of Public Safety was held in the City Hall Auditorium on Wednesday, January 4, 2012.

Those in attendance included Mayor Ryan J. Bingham, Corporation Counsel Ernestine Yuille Weaver, Members of the Board of Public Safety Angelo LaMonica, Richard Zaharek, Douglas Benedetto, James Potter, Christopher Cook and Darlene Battle, Police Chief Michael Maniago, Deputy Police Chief Christopher Smedick, Fire Chief John Field, Deputy Fire Chief Gary Brunoli, Campion Ambulance Director of Operations Fred Rosa, Burrville Volunteer Fire Chief Ken Marques, Toppingford Volunteer Firefighter Charlie Marciano, and Drakeville Volunteer Fire Chief Michael Maccalous.

Mayor Bingham called the meeting to order at 6:30 p.m.

**MINUTES**

On a motion by Commissioner Benedetto, seconded by Commissioner Zaharek, the Board voted unanimously to accept the minutes of the Regular Meeting held November 9, 2011.

**OPEN TO THE PUBLIC**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to open the meeting to the public. There was no one present who wished to speak.

**FIRE CHIEF'S REPORT**

On a motion by Commissioner Cook, seconded by Commissioner Benedetto, the Board voted unanimously to accept the Fire Chief's reports dated November 29, 2011 and December 27, 2011.

**DEPUTY FIRE CHIEF'S REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to accept Deputy Chief Brunoli's reports dated November 30, 2011 and December 27, 2011.

Commissioner Benedetto asked about the status of the Dispatch Center. Deputy Chief Brunoli said everything is complete except a few finishing touches on the furniture. Chief Maniago said he met with NW Communications and work has been done to improve issues such as dropped calls. New equipment will be installed to eliminate the warbling sound, he said.

Deputy Chief Brunoli explained the budget overage. He said the transition grant of \$250,000 was intended to be used for construction, but could only be used for technology. The building's overage was \$40,000 and the total overage was \$311,000. He will meet with the Mayor to create a plan to take care of the overage with this year's Police and Fire budgets. Each Chief indicated that they don't think they'll have a problem finding the money. Deputy Chief Brunoli said the total project cost was 2.7 million, the City's portion was \$733,000 or 27%, and overall it will be a big benefit to the City.

**FIRE MARSHAL'S REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to accept the Fire Marshal's report for October, 2011.

**TRAINING OFFICER'S REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to accept the Training Officer's Report dated November 24, 2011.

**TORRINGFORD LICENSE AND USE AGREEMENT**

On a motion by Commissioner Potter, seconded by Commissioner Battle, the Board voted unanimously to forward the drafts, "License and Use Agreement" and "Vehicle Usage Memorandum of Understanding" to Toppingford Volunteer Fire Department for their review.

Commissioner Cook questioned the phrase "adequate number of keys". Chief Field said this refers to having access.

Commissioner Benedetto asked about securing equipment. Chief Field replied that it's the same as the center of town, he doesn't see a security problem, and if there was a need for increased security, Toppington would pick up the cost.

**DISCUSSION: USE OF DISTRICT 1**

Chief Field referred to a report he distributed to the Board several months ago regarding the utilization of District 1, and asked if the Board had any questions on it. (Addendum 1)

Commissioner Potter said he will not accept the Chief's recommendation because every argument to stop using the vehicle could be used prior to purchasing it. He said that Captains' departures from the fire station is a management issue that the Chief should be dealing with. He said District 1 was intended to reduce wear and tear on the ladder truck and was to be a tool to better manage Volunteer District calls. He noted that this Board took a lot of heat when pushing for the purchase of this vehicle, they justified the need for it, and it's only been used for a year and a half. He said this will affect the goal of having a third engine company, but call management is more important.

Commissioner Benedetto agreed, saying in 2009 the need for District 1 was critical to operations. He said if the Captain takes the ladder truck, he's last on scene.

Chief Field noted that an evaluation period was called for when the District 1 vehicle's use was implemented.

Commissioner Potter said he doesn't think taking the District car off the road can be justified.

#### **ADD TO AGENDA**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to add to the agenda.

#### **UTILIZATION OF DISTRICT 1 VEHICLE**

Commissioner Potter made a motion to deny Chief Field's recommendation to discontinue the utilization of District 1, seconded by Commissioner Benedetto.

Reminding the Board of the need for effective and efficient service, Chief Field said he would do whatever the Board decides. He said he is constantly reviewing procedures because there are constant changes. We need to be flexible, he said.

Commissioner Potter asked for the Fire Dept Personnel Subcommittee to meet and discuss three man engine companies that became effective last July.

#### **FIRE DEPT. WORK PANTS**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to accept the Purchasing Agent's recommendation to award a bid for Fire Department Work Pants to Mag & Son Clothing of Newington, CT, for an annualized estimate of \$6,093.00.

Commissioner Potter asked if these purchases are to create an inventory to replace things as needed. Deputy Chief Brunoli said some of it is for replacement as needed, and some is for new hires.

#### **FIRE DEPT. BADGES, LAPEL PINS AND NAME TAGS**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to accept the Purchasing Agent's recommendation to award a bid for Fire Department Blackington Badges, Lapel Pins and Name Tags to Common Cents EMS Supply of Old Saybrook, CT, for an annualized estimate of \$1,522.96 with the exception of Item HKF600 Name Tag to be awarded to Mag & Son Clothing in the amount of \$17.80 each for an annualized estimate of \$71.20.

#### **FIRE DEPT. UNIFORMS**

On a motion by Commissioner Benedetto, seconded by Commissioner Potter, the Board voted unanimously to accept the Purchasing Agent's recommendation to award three partial bids for Fire Department Uniforms to Mag & Son Clothing of New Britain, CT for the annualized estimate of \$14,257.15, to Fairfield Uniform of Bridgeport, Ct for the annualized estimate of \$912.00, and to Bound Tree Medical, of Dublin, OH, for the annualized estimate of \$2,570.40.

#### **ADD TO AGENDA**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to add to the agenda.

#### **EXECUTIVE SESSION**

On a motion by Commissioner Benedetto, seconded by Commissioner Cook, the Board voted unanimously to enter Executive Session under Police Personnel at 6:55 p.m. inviting Chief Maniago, Deputy Chief Smedick and Atty. Weaver.

#### **OPEN SESSION**

On a motion by Commissioner Benedetto, seconded by Commissioner Battle, the Board voted unanimously to return to open session at 7:19 p.m.

#### **PROBATIONARY POLICE OFFICER: Kevin Albert**

On a motion by Commissioner Cook, seconded by Commissioner Battle, the Board voted unanimously to hire Kevin Albert as probationary Police Officer at the discretion of the Police Dept.

#### **POLICE CHIEF'S REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to accept Chief Maniago's Report for October and November, 2011.

Commissioner Benedetto thanked the Chief and Deputy Chief for the Traffic Plan, which will be discussed next month.

#### **OFFICER SHOPEY'S REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to accept Officer Shopey's Report for October and November, 2011.

Chief Maniago said Officer Pisarski will start attending Board of Public Safety meetings next month. He added that he is quite confident in Officer Pisarski's capabilities in learning the new job in the Traffic Unit.

Commissioner Benedetto asked about the Water Street meters. Chief Maniago replied that they are all set, the mounting poles were repaired and the meters reinstalled.

#### **EMERGENCY MANAGEMENT DIRECTOR REPORT**

On a motion by Commissioner Zaharek, seconded by Commissioner Benedetto, the Board voted unanimously to accept the Emergency Management Director's Report for October, 2011.

#### **EMS PROVIDER REPORT**

On a motion by Commissioner Potter, seconded by Commissioner Battle, the Board voted unanimously to accept the EMS Provider Activity Report from Campion for October and November, 2011.

#### **BUS: DEPT HEADS**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to consider business by Department Heads.

Chief Maniago congratulated Officer Shopey and Detective Silano on their retirements after long, dedicated and storied careers. He said Detective Silano completed almost 20 years in the Detective Bureau and Officer Shopey completed 17 or 18 years in the Traffic Unit. Chief Maniago said both officers were integral cogs in the Police Dept.'s success achieved over the years, and they will both be missed.

Chief Field announced that some conditional job offers have been made, and welcomed Michael Easter and Brian Mazzarella. (*effective 2/13/2012*)

Deputy Chief Brunoli informed the Board that the Water Company has installed winter flags on the fire hydrants. He also thanked everyone who came to the fire on Pythian Ave. – the Police Dept., the State Fire Marshal's Office, the career and volunteer Departments and Campion Ambulance.

He added that the Class A Burn Trailer has been delivered, and offered the Mayor a demonstration in the spring.

Mr. Rosa thanked the Fire Dept., Police Dept. and Volunteer Fire Departments for their phenomenal cooperation in a very busy and hectic two month period when their numbers were up.

#### **BUS: VOLUNTEER FIRE DEPTS.**

On a motion by Commissioner Potter, seconded by Commissioner Benedetto, the Board voted unanimously to consider business by Volunteer Fire Departments.

Burrville Chief Ken Marques reported that their fire police are finally online, and their generator has been repaired.

Drakeville Chief Mike Maccalous wished everyone a Happy New Year.

Torrington reported another successful Christmas Tree Sale, that they picked up another new member last month, that they have another Black Helmet firefighter bringing them up to nine Black Helmet interior firefighters, and they hope to send two more exterior firefighters to Firefighter 1 this spring.

#### **BUS: MAYOR & MEMBERS**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to consider business by the Mayor and members of the Board of Public Safety.

Commissioners Battle and Cook wished everyone a Happy New Year.

Commissioner Potter thanked Officer Shopey and Detective Silano for their years of service.

Commissioner Benedetto added that Officer Shopey and Detective Silano were a big asset to the Detective Bureau and Traffic Division, and wished Officer Pisarski luck. He complained that he was only notified about last week's fire by LCD, not the Chief or Deputy Chief and asked for some solution such as a phone chain or email. He said he thinks he has an obligation to taxpayers and those who elected him to know what's going on in the City, especially when one of our employees gets hurt.

Chief Field reminded Commissioner Benedetto that he has priorities and there are other Commissioners on this Board who don't want to be notified. He said he will do his best.

Commissioner Cook said it's imperative that they are notified at some point, and there should be better communication.

Commissioner Zaharek expressed his appreciation to Officer Shopey and Detective Silano for their many years of service. He added that if his receipt of a phone call will enhance safety and security, then the Chiefs should call him. Otherwise, priorities prevail, he said.

Commissioner LaMonica said he had a concern with last week's fire in that he never received a call from LCD. Deputy Chief Brunoli said he will take care of it, and LCD will send a text to their cell phones.

Commissioner Cook explained that the need to be informed of these incidents is for them to become educated for their roles on the Board.

Mayor Bingham said he is scheduling a Special Telephonic Meeting to hire another probationary Police Officer for next Wednesday at 6:00 p.m.

Mayor Bingham further stated that Officer Shoppey has done a phenomenal job, elevated the position, and gained tremendous respect in the community for what he does, and what he knows. He wished Officer Shoppey the best in his future endeavors.

#### **ADJOURNMENT**

On a motion by Commissioner Potter, seconded by Commissioner Cook, the Board voted unanimously to adjourn at 7:42 p.m.

ATTEST: JOSEPH L. QUARTIERO, CMC  
CITY CLERK

Respectfully Submitted,  
Carol L. Anderson, CCTC  
Assistant City Clerk

#### **Addendum 1**

November 9, 2011

Honorable Mayor Ryan Bingham  
Board of Public Safety  
City of Torrington

Honorable Mayor Bingham and Commissioners,

I would like to address the questions and concerns from the Board of Public Safety regarding District 1.

Back in 2007 the Torrington Fire Department Administration, including myself, initiated discussion regarding the purchase and implementation of a vehicle specifically assigned to the shift commander. As most of you remember there was considerable debate regarding the need for such a vehicle. The reasons for purchasing and implementing into use were:

- Reduce the wear and tear on Ladder 2. By taking the Shift Commander out of this vehicle we could respond with a smaller vehicle versus the Ladder truck.
- Enhance resource management. By providing the Shift Commander the ability to move more freely and respond first to incidents it would lead to better resource management.

On November 19, 2008 the Board of Public Safety approved the purchase of this vehicle from Torrington Ford at a cost of \$21,998.00. The vehicle was placed into service in February of 2009. At the time of implementation we maintained a staffing level of 13 maximum firefighters on each shift with a minimum of 11 personnel at all times. Contractual obligations forced us to have 4 personnel on each of the engines and a minimum of 2 on the ladder.

Since its implementation we have evaluated the performance and progress of the District. In the time period of 2/2009 to 7/2011 the District has responded to 1674 incidents of the total 5149 incidents. This is approximately 1/3 of the incidents we responded to. This is lower than what we had anticipated or predicted. We also examined the number of incidents where the District arrived on scene prior to other units and was able to release units not needed. It was identified that the District was only able to successfully return unneeded resources in districts 2, 3, 4, and 5. With approximately 50% of our incidents in the District 1 it was determined that the District only could do this at approximately 800 of the incidents in a 2 ½ year period and a majority of those incidents all

resources were needed at the incident. Again this did not meet the expectations we had anticipated when we requested the vehicle.

In July of 2011 we encountered some changes that forced us to review our current operations and make adjustments accordingly;

- Dispatching duties were transferred to a private vendor. This provided the Fire Department with an additional officer's position in the street. With this transfer we also gained flexibility in staffing per the contract.
- Serious discussions regarding eastside fire protection and staffing. This required we review options for placing a 3<sup>rd</sup> engine company into service at no additional cost.
- Retirements and lack of replacement reduced Department staffing by 5 positions. This would provide each shift with 12, 1 less than in the past. This would increase the opportunities for meeting minimum staffing requirements.

These three changes provided us with opportunity to explore how we could better operate and still provide an effective and efficient service to the City or maintain a status quo and react to these issues as they continued to escalate. We chose to take a proactive approach and implement a 3<sup>rd</sup> engine company into service and place District 1 out of service when at minimum staffing. It was anticipated that this implementation would enhance response to all parts of the City and prepare us for any changes associated with future protection adjustments.

Since the 3<sup>rd</sup> engine was implemented into service we have identified its worth and reason for continue this way of operating. Since August we have encountered;

- 3 major storms requiring additional resources, including the engine company
- 86 times we responded to 2 or more incidents within 20 minutes of each other
- 11 times we responded to 3 or more incidents within 20 minutes of each other
- 2 times we responded to 4 or more incidents within 20 minutes of each other
- 1 time we responded to 6 or more incidents within 20 minutes of each other
- continued negotiations regarding day time staffing at the east side of the City
- no resource management issues at incidents nor while at stations

Times and opportunities have changed and we must change to accommodate the needs. It is my recommendation that we maintain operations as they currently exist with the 3<sup>rd</sup> engine in service. That leaves us with two options:

1. increase minimum staffing to 12 and place the Shift Commander in the fly car; or
2. delete a staff vehicle from our inventory

Please feel free to contact me with any questions you may have.

Respectfully submitted,

John B. Field Jr.  
Chief of the Department