

**Public Safety Commission**  
**FIRE DEPARTMENT**  
**November 21, 2016**  
**MINUTES**  
**COMMUNITY ROOM, MIDDLETOWN POLICE DEPT.**  
-----Minutes-----

**1. CALL TO ORDER**

Commissioner Santangelo called the meeting to order at 8:40 p.m.

**2. ATTENDANCE**

**MEMBERS PRESENT:**

Commissioner Mary Bartolotta  
Commissioner Carl Chisem  
Commissioner Deborah Kleckowski  
Commissioner Phil Pessina  
Commissioner Robert Santangelo

**MEMBERS ABSENT:**

**STAFF PRESENT:**

Fire Chief Robert Kronenberger  
Deputy Fire Chief Al Leary

**STAFF ABSENT**

**PUBLIC PRESENT**

**3. MINUTES OF PREVIOUS MEETING**

Commissioner Santangelo asked for approval of the minutes from October 17, 2016. Commissioner Chisem moved to approve the minutes from October 17, Commissioner Kleckowski seconded and all voted in favor.

**4. PUBLIC HEARING**

- None

**5. CORRESPONDENCE**

- Letter of thanks for participating in Park & Recreation Fall Festival
- Letter of thanks for helping the Epilepsy Foundation with mud volleyball tournament providing EMS and security assistance

## 6. MONTHLY REPORT

- Monthly report given by Chief Kronenberger:
  - Busy month – up 4% from same time period last year, within 50 calls and still averaging a little over 350 calls a month
    - Significant because we had a policy change which reduced responses to convalescent and nursing facilities so those calls have dropped off but call volume remains the same – would be well over 400 calls per month if we still responded to those facilities
  - Wesleyan University very busy last month
    - 54 calls on campus – everything from EMS to alarms
  - Working on update to EOP – meeting weekly to update
  - October was a very busy month for fire prevention personnel
    - 36 presentations for the month including visits into the firehouse, visits to schools, along with drills, and also did a drill at City Hall
  - Met with the Mayor today and recommended three names for conditional offers to fill three openings
    - Goal to have them in the firehouse two weeks before recruit class which begins February 14
    - No one from Middletown, two have fire experience, two are veterans, and two of the three have their EMT

## 7. OLD BUSINESS

- Bucket Truck
  - Passed CNR, process started, and purchase order will be opened shortly
    - Shared all documents with Public Works
- Fema Grant
  - Purchase orders are all open – should be in within a month
    - Will train a minimum of ten hours per person before putting into service and hope to have in time for live burn training
- Recruitment of Assistant Fire Marshal
  - Made an offer and Firefighter Al Lespier will be promoted to Assistant Fire Marshal effective January 1, 2017
    - Will bring in a couple of weeks early to work with the fire marshals until recruit class begins in February
      - Class is three days per week and graduation is around Memorial Day
- Mile Lane
  - Last month packet was presented to commission as to the needs for Mile Lane – the one variable left was the size of the butler building for asset storage
    - The one know number was \$150,000.00 for a 20x40 but was hoping for an extra \$100,000.00 to make it bigger
    - Through conversations with the Mayor's office and councilmen it was decided to go up an additional \$30,000.00 so right now it looks we can invest approximately \$250,000-\$280,000.00 into that building
      - Question becomes do we make one building one bay deep and very long or shorter and go multiple bays deep – need to look for proper footprint for the property

- o Chief Kronenberger asked for a vote to send this to Finance & Government
  - Commissioner Pessina made a motion to move it, Commissioner Kleckowski seconded. All voted in favor and will go to Finance & Government

8. **NEW BUSINESS**

- None

9. **Monthly Summary of Action Taken by the Telecommunications Committee**

- Minutes from November 7, 2016 meeting were included in meeting packet
- Bond passed & generator replacement moving forward

10. **Public Hearing Reopened – Other Matters**

11. **ADJOURNMENT**

Councilman Santangelo called to adjourn the meeting. The meeting was adjourned at 9:15 p.m.

Respectfully submitted,  
Lori Ruffino  
Recording Secretary

**NEXT MEETING TO BE HELD ON NOVEMBER 21, 2016**