



City of West Haven Fire Department Allintown

April 8th, 2025

Minutes

TOWN AND CITY CLERK

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A meeting of the City of West Haven Fire Department, Allintown was held on Tuesday, April 8, 2025 at 355 Main Street, West Haven.

Present were Commissioners Iris Diaz, Troy Tappin, Andrea Palumbo and Alternate Commissioner Frederick Brown. Also present was Fire Marshal Flood and Chief Terenzio. Commissioner Diaz called the meeting to order at 6:02p.m.

1. Pledge of Allegiance
2. Roll Call: Administrative Assistant DeVellis called the roll and declared a quorum.
3. Approval of March 19, 2025 meeting minutes. Commissioner Palumbo made a motion to accept the minutes; seconded by Commissioner Tappin.
4. Public Session: None
5. Finance: Reviewed and accepted the list of processed Invoices/Revenue.
6. Communications: None
7. Report of Chief: Chief Terenzio gave a written and oral report for the month of March which will be kept on file.

Chief Terenzio stated that the top three candidates from the selection process for Deputy Chief were interviewed by himself and the mayor. They narrowed it down to two candidates who will be interviewed this evening during Executive Session.

Recruit FF P. FungFook continues to progress through the CT Fire Academy.

Equipment/Apparatus:

RI: Out of service. The body has been permanently mounted to the new cab and chassis and painted.

Completion should be the middle of May.

E2: Back in service

Minor Park: The bunk room dormitory furniture has been delivered and installed along with new flooring. Some of the old furniture will be repurposed, possibly for the Admiral Street station. The ESCI study will be completed shortly. Chief Terenzio stated that he believes the study will come back saying the stations in the city are ideally located. If the Admiral Station was staffed with a lieutenant and a driver, it would be 98% compliant and meet ISO requirements. The living quarters at the Admiral Street station would need to be redone along with modifying the building. It would be done cost effectively.

Admiral Station: The Administrative offices have been painted and new carpeting has been installed. New furniture will be delivered within the next few weeks.

Community Development Block Grant – The program has begun with certified personnel conducting inspections at suspected locations.

ARPA Funding – The Annex will hopefully be completed by the end of this month.

ESCI Feasibility study – The ESCI team conducted a two-day site visit on March 25th and 26th. A final report is expected by June.

Grants Progress –

Safer Grant - Chief Terenzio stated that he has begun preparation in anticipation of the ESCI report findings.

8. Report of Fire Marshal:

FM Flood stated that several abatement orders were reviewed and a plan is being worked on to address them.

Discussions between the Deputy Fire Marshal and himself have taken place regarding the abatement process and the implementation of the CES program. Interns from the University of New Haven are working with FM Flood and the Deputy FM doing the initial canvassing of residential neighborhoods.

Discussions with the IT Department to have the ability of online payments for inspections and plan reviews are taking place.

Commissioner Palumbo made a motion to go into Executive Session at 6:30; seconded by Commissioner Tappin.

Commissioner Palumbo made a motion to go into Regular Session at 7:49; seconded by Commissioner Tappin.

9. Old Business:

Chief Terenzio stated that he met with Volunteer Chief Carew regarding the security and supervision at the Admiral Station. The stations are city-owned and operated buildings which the AVFA has access to. A monitor was installed on the apparatus floor without the Chief's knowledge. Chief Terenzio stated that these are things he needs to know about prior to happening.

10. New Business:

FM Flood stated that he met with the other two districts regarding updating the Inspection and plan review fee schedule. It would only be slight increases and is in line with other municipalities. This will be presented to the Mayor and City Council for approval.

FM Flood is hoping to add a fillable document on the department website for FOI report requests that would be delivered directly to J. Sykes, Corporation Counsel for approval first.

FM Flood, along with the Deputy Fire Marshal, are having stickers made for the food truck inspections. These will be used by all three districts. They will have the VIN number, license plate number and date of inspection on them.

Commissioner Palumbo made a motion to approve preliminary fee schedule documents; seconded by Commissioner Diaz. Vote was unanimous.

Commissioner Palumbo made a motion to add to the agenda. vote for Deputy Chief candidate; seconded by Commissioner Tappin. Vote was unanimous.

Commissioner Palumbo made a motion to offer Salvator D'Aquila a conditional job offer; seconded by Commissioner Diaz. Vote was unanimous.

Chief Terenzio stated that he emailed the Commission regarding the motor vehicle assessment.

Commissioner Diaz made a motion to accept the motor vehicle assessment on the local option; seconded by Commissioner Palumbo. Vote was unanimous.

Chief Terenzio spoke about having three crossed gold horns assigned to the FM position. The Fire Marshal is solely responsible for the fire prevention efforts of the department. The fire marshal should have a rank in designation.

The assignment of three crossed gold horns does not establish chief rank below that of Deputy Chief. The insignia is assigned to the administrative position of the FM and is not a chief's position. Commissioner Palumbo made a motion to add three crossed gold horns on the FM badge; seconded by Commissioner Diaz. Vote was unanimous.

Chief Terenzio stated that the department has an open position after the retirement of C. Shore. He has found a potential female candidate that is finishing Paramedic school in September and already attended the MA Fire Academy. It would be a lateral move. He would like the Commission to interview her.

Motion to adjourn was made by Commissioner Palumbo at 8:13 p.m.; seconded by Commissioner Tappin.

Minutes recorded by Administrative Assistant Melissa DeVellis.