

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER/PASTOR OSCAR DESTRUGE
COMMISSIONER RABBI ITA PASKIND
COMMISSIONER HOWARD DIXON

FIRE COMMISSION
REGULAR MEETING
JANUARY 21, 2025

Via Zoom /Tele Conference

ATTENDANCE: Mayor Harry Rilling, Chair; Commissioner/Pastor Oscar Destruge;
Commissioner Howard Dixon; Commissioner Rabbi Ita Paskind

OTHERS: Fire Chief Gino Gatto; Deputy Fire Chief Joseph Coppola;
Assistant Fire Chief Edward McCabe; Assistant Chief Mark Conte;
Thomas Reich, Acting Fire Marshal Kirk McDonald,
Michele DeLuca, Emergency Management; Linda Shields

I. CALL TO ORDER

Mayor Rilling called the meeting to order at 3:02 p.m.

II. ROLL CALL

Mayor Rilling called the roll. A quorum was present.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting on Tuesday, December 17, 2024

**** COMMISSIONER/PASTOR DESTRUGE MOVED THE MINUTES OF THE
DECEMBER 17, 2024 MEETING.**

**** THE MOTION TO APPROVE THE MINUTES OF THE DECEMBER 17, 2024 AS SUBMITTED PASSED UNANIMOUSLY.**

IV. REPORTS

A. FIRE CHIEF'S REPORT

1. Budget Reports

Chief Gatto reviewed the budget figures with the Commissioners. The Department is now six months into the budget year and the department finances are currently under the budget.

Chief Gatto stated that he had received a letter from the Third Taxing District regarding the rent for Station 3. On July 1st, the rent will increase by \$1,660 a month for a total of \$56,990. Previously it had been \$55,330. Mayor Rilling asked if there was a copy of the rental contract. Chief Gatto said that he did not have a copy of it but would check with Corporation Counsel.

Chief Gatto said that Chief Conte had compiled a detailed sick leave report for 2024, which was not included in the information packet for this month's meeting. The report covers sick leave, long term injury, injuries on duty, light duty and family sick leave. In comparison to 2023, the department has reduced sick leave by 18%. There will be a monthly report included in the monthly report going forward.

B. ASSISTANT FIRE CHIEF OF ADMINISTRATION

Assistant Chief Conte presented his report to the Commissioners.

1. Buildings

a. Station 1: Apparatus Floor

The floor replacement plans are currently being developed.

b. Station 3: Apparatus Floor

All major work has been completed. Engine 3 will be relocated as soon as all punch list items have been completed.

He also stated that he had a copy of the Station 3 lease agreement.

c. Station 4: Building Renovation

The final cost analysis report has been completed and submitted
Guardian continues to perform repairs as needed

d. Citywide: Overhead Door Replacement

The doors at Station 6 have been measured and ordered

Station 1 doors have been measured. The order will be delayed until the new floor is
Installed

2. Records Management Software Upgrade

- a. The new software is currently in use. It includes mobile data terminals and is working well and allows the firefighters to remove hydrants from service.

C. ASSISTANT FIRE CHIEF OF OPERATIONS

Assistant Chief McCabe presented his report.

1. Monthly Calls

a. Calls in December 2024

For December 2024, there 767 incidents, averaging almost 25 per day.

The December Fire Calls included 16 fires and 38 rescues of which 31 involved motor vehicles. The Department responded to 417 EMS calls, 36 hazardous conditions, 36 service calls; 153 fire alarms and 71 good intents.

2. Annual Summary Calls

a. Calls in 2024

From January through the end of December, there was a total of 8,427 incidents and 13,214 total runs. The daily average for 2024 is approximately 23.9 incidents and 36.12 average daily company responses.

3. Fire Apparatus

- a. TAC 1 is operational and responding to calls on I-95, Rt. 7 Connector and the Merritt Parkway. Has responded to 8 calls already.

4. Operations

- a. The Rescue Company has been added to all CO Alarm activations to provide backup for the first due Engine Company and additional meter readings, ensuring the atmosphere is safe, before releasing the scene to the homeowners.
- b. All of the Norwalk Fire Department's ballistic vests and tactical gear are now up to date and meet current industry standards.

5. Notable Incidents

- a. Structure fire Garden Park Motel, 351 Westport Avenue.
- b. House fire, 8 Cindy Lane

D. FIRE MARSHAL'S REPORT

Acting Fire Chief McDonald presented his report.

1. Summary of Activities

2. Fire Reports

3. Fire Marshal Fees

Acting Fire Marshal McDonald greeted the Commissioners and presented his report. There were 117 inspections in December. There were 3 notifications. There were 6 Public Education events and 26 Plan Reviews which yielded \$4,450 in revenue. Three Liquor Licenses were issued for \$195. The total income for the month of September was \$4,645.

There were 13 fire investigations, and 10 code violations. The multi-unit inspections continued on two sites with 104 unit inspections.

Acting Fire Chief McDonald then gave a report on residential inspections. He contacted the Tax Assessor's Office for data and after reviewing the data, it was determined that there were 1,661 residences that could be inspected. 1,351 units have been inspected with a remaining balance of 310 outstanding.

He also noted that one of the previous part time Fire Marshals has returned to the office and will help with the backlog.

E. EMERGENCY MANAGEMENT

1. Emergency Management Update

Ms. DeLuca said that the City was in a cold snap and would be working with Skyler on outreach. There was snow over the week-end there was cooperation between all the departments involved. The "When It Snows" brochure has been updated and includes the change from Code Red to Everbridge.

Ms. DeLuca said that she had spoken with Mr. Daniels about the recent changes in Federal administration regarding the more vulnerable populations. Discussion followed about gathering information on who is using the warming/cooling centers.

F. TRAINING DIVISION REPORT

Deputy Chief Coppola greeted the Commissioners and presented his report.

1. Current Training Activities

- a. EMS Recertification Classes for members with 2025 expirations
- b. CPR Recertification Classes for members with 2025 expirations
- c. First Due Software Integration Training
- d. New attenuator truck operations training citywide
- e. Engine Co. Operations with use of water halted due to drought condition orders and cold weather
- f. SCBA Respirator Fit Tests for 2025

2. Completed Training Activities

- a. Tac-1 Attenuator Familiarization with Station 2 members specifically

3. Upcoming/Scheduled Training Activities:

- a. Deputy Chief Promotional Examination (April/May 2025)

G. LOCAL 830 REPORTS

There were no items to consider at this time.

H. CORRESPONDENCE

1. See Letters

Chief Gatto reviewed the details of Chief Todd Deklyn letter regarding the Department's response support on December 11th. This email was included in the information packet.

The next letter Chief Gatto reviewed was from Mr. Peter Cawley regarding how the EMTs had saved his life on November 24th medical emergency when they revived him with a defibrillator.

Ms. DeLuca said that Mr. Cawley had made a donation to EMS, NPD along with the Fire Victim's Fund, and wished to make donations along with the Fire Union's Fund. This email was included in the information packet.

I. PERSONNEL

1. Executive Session: Discuss Firefighter's Probation

There was no need for an Executive Session at this time.

J. OLD BUSINESS

There were no items to consider at this time.

K. NEW BUSINESS

There were no items to consider at this time.

ADJOURNMENT

**** COMMISSIONER/PASTOR DESTRUGE MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:31 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services