

**CITY OF NORWALK**  
**FIRE DEPARTMENT**



**BOARD OF FIRE COMMISSIONERS**

**MAYOR HARRY W. RILLING**  
**COMMISSIONER OSCAR DESTRUGE**  
**COMMISSIONER CURTIS LANGLEY**

**REGULAR MEETING**  
**DECEMBER 19, 2017**

**ATTENDANCE:** Mayor Harry Rilling, Chair; Commissioner Oscar Destruge

**STAFF:** Acting Fire Chief Gino Gatto; Deputy Chief Al Bassett; Captain James Hines; Michele DeLuca, Deputy Director of Emergency Management; Lt. Brown, Local 830

**CALL TO ORDER**

Mayor Rilling called the meeting to order at 3:04 p.m. A quorum was present.

Mayor Rilling announced with regret that Commissioner Langley would be stepping down because he will be moving out of state.

**ACCEPTANCE OF THE MINUTES**

**Regular Meeting – November 21, 2017**

**\*\* COMMISSIONER DESTRUGE MOVED TO ACCEPT THE MINUTES OF NOVEMBER 21, 2017.**

**\*\* THE MOTION TO ACCEPT THE MINUTES OF NOVEMBER 21, 2017 AS SUBMITTED PASSED UNANIMOUSLY.**

**ACTION ITEMS**

There were no action items to consider at this time.

**FIRE CHIEF REPORT.**

There was no report at this time.

### **ACTING FIRE CHIEF'S REPORT**

a. **Budget Report** – Acting Chief Gatto said that the budget appears to be on target.

b. **Operations** – Acting Chief Gatto reviewed the operations report, which was included in the information packet with the Commissioners.

There were three car fires in the past month. Capt. Hines commented that one was caused by the electronic ignition shorting out.

Mayor Rilling said that he would like to comment on the fire that took place at 100 Richards Avenue. He said that the Police officers and Firefighters were amazing. They evacuated the building first and then returned to rescue the pets. He said that he would like a copy of the thank you letters that Acting Chief Gatto sent out to the towns that provided mutual aid. He also complemented Ms. DeLuca on her provision of the various resources. Mayor Rilling said that he was very proud of how the Fire Department responded and would like to thank them all.

### **FIRE MARSHAL'S REPORT**

a. **Summary of Activities**

b. **Fire Reports**

c. **Fire Marshal Fees.**

Acting Chief Gatto said that Fire Marshal Sawyer was now back at work, but was not in the office today. Deputy Fire Marshal McDonald's wife just had surgery. Acting Chief Gatto then presented the report.

Acting Chief Gatto said that there was a backlog of about 500 properties that have not been inspected in the last 3 years. He reviewed the details of the report. Acting Chief Gatto distributed copies of a report regarding the frequency of inspections for the different classifications of structures. These inspections include theaters, churches, day care facilities, convents, restaurants, clubs, hotels and motels and schools, plus all three family residences.

Discussion followed about the amount of staffing needed to handle the work load. Mayor Rilling had previously asked for a projected budget showing the cost of having the part time inspectors remain on the job. Acting Chief Gatto reviewed that information with the Commissioners.

### **EMERGENCY MANAGEMENT.**

## **Emergency Management Update.**

Ms. DeLuca reported that the EMS plan was approved by the Council last week.

She said that she was spending time working on the Special Permit process.

## **TRAINING REPORT.**

### **a. Company Training Objectives – December**

- Confined Space Rescue Refresher
- Q Driving Testing

Deputy Chief Bassett updated the Commissioners on the current training. He explained that the Q Driving test is basically a CDL test that can now be given in house.

### **b. New Recruits Started**

The new recruits have been started and are working on the policies. There are currently 8 vacancies. Acting Chief Gatto said that the list can be maintained for 2 years and the Commissioners can extend it for one additional year. Discussion followed about the details of the report and lateral transfers.

Deputy Chief Bassett reviewed the details involved with the training classes with the Commissioners.

### **c. Public Safety Cadets**

- Pancake Breakfast December 9th.

The event was well attended and many toys were collected for distribution

Deputy Chief Bassett said that three firefighters had passed Fire Instructor 1 Certification.

## **OLD BUSINESS**

### **a. Fire Station Project Updates**

Captain Hines distributed copies of his report and reviewed the updates with the Commissioners.

Mayor Rilling said that one of the Westport staff had complimented Captain Hines on the assistance he provided to them on a recent project.

### **LOCAL 830 REPORT.**

Lt. Brown said that they had completed their annual Christmas deliveries at over 140 residences and raised over \$5,000. There have been discussions about donating a portion of those fund to the victims of 100 Richards Avenue.

### **NEW BUSINESS**

There were no new items to discuss at this time.

### **CORRESPONDENCE**

There were no new items to discuss at this time.

### **PERSONNEL**

#### **Recruit Graduation**

Acting Chief Gatto said that the recruits had graduated and had three days of orientation. They started work on December 11th.

#### **Firefighters joining a Deferred Retirement Option Plan (DROP) Pension**

Acting Chief Gatto informed the Commissioners that there were 13 firefighters that were applying for the DROP plan. He presented the Commissioners with the application packets to sign.

### **ADJOURNMENT**

**\*\* COMMISSIONER DESTRUGE MOVED TO ADJOURN.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:55 p.m.

Respectfully submitted,

S. L. Soltes  
Telesco Secretarial Services