

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
DECEMBER 17, 2024

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

1. CALL TO ORDER

Mayor Rilling called the meeting to order at 3:02 p.m. A quorum was present.

2. ACCEPTANCE OF THE MINUTES

a. Regular Meeting on Tuesday, November 19, 2024

**** COMMISSIONER/PASTOR DESTRUGE MOVED THE MINUTES OF THE NOVEMBER 19, 2024 MEETING.**

The following corrections were noted:

Page 3, paragraph 1, line 4 – please change the following from:

“6,871 incidents and 10,832 total runs.”

To: “6,871 incidents and 10,832 total runs.”

Commissioner/Pastor Destruge said that on the second item, under Fire Alarms, letter a, it was reported that the report was that they were expecting a 21 month delivery and he thought that it would be important for the minutes to reflect that. That part of the conversation was not included in the minutes.

Commissioner/Pastor Destruge said that under Item 2, Fire Apparatus, that they are expecting an end of the year delivery. That was not included in the minutes.

Commissioner/Pastor Destruge said that the heading for Agenda Item #7 should be changed from:

7. FIRE MARSHAL'S REPORT

To:

7. ACTING FIRE MARSHAL'S REPORT

**** THE MOTION TO ACCEPT THE MINUTES OF THE NOVEMBER 19, 2024 MEETING AS CORRECTED PASSED UNANIMOUSLY.**

3. ACTION ITEMS

There were no items to consider at this time.

4. FIRE CHIEF'S REPORT

a. Budget Report

Chief Gatto presented his report to the Commissioners. The Department is currently five months into the budget year. Chief Gatto said the budget was under the 41% and there does not appear to be any red flags to consider.

5. ASSISTANT FIRE CHIEF OF ADMINISTRATION

Assistant Chief Conte presented his report to the Commissioners.

a. Buildings

1. Station 1: Apparatus Floor

- i. The floor replacement plans are currently being developed.

2. Station 3: Apparatus Floor

- i. Work is continuing to move forward as scheduled.

3. Station 4: Building Renovation

- i. The final cost analysis report has been completed.
- ii. Guardian continues to perform repairs, as needed.

4. Citywide: Overhead Door Replacement

- i. The doors for Stations 3, 4, and 5 have been ordered.

b. Records Management Software Upgrade

- 1. The Software build and data migration continues.
- 2. Select modules in the software are live and currently being tested.

3. The official go-live date will be 01/01/2025

Mayor Rilling asked for the breakdown report to be forwarded to both him and Mr. Livingston.

6. ASSISTANT FIRE CHIEF OF OPERATIONS

Assistant Chief McCabe presented his report.

The November Fire Calls included 25 fires and 40 rescues of which 26 were motor vehicle accidents. The Department responded to 339 EMS calls, 27 hazardous conditions, 32 service calls; 126 fire alarms and 63 good intents. From January through the end of November, there was a total of 7498 incidents and 11,949 total runs.

a. Fire Apparatus

1. The final build inspection of the highway attenuator truck (TAC 1) is Wednesday, 12/18
2. Delivery of Scene Support Unit (TAC 2) to Norwalk is Tuesday, 12/17.

b. Operational Projects

1. Completion of Standard Operating Procedures for TAC 1 and the deployment of the Tanker Task Force.

c. Notable Incidents

1. Structure fire 57 North Bridge St.
2. Structure fire 20 Drum Rd.
3. Structure fire with rescues, 15 Forbell Dr.
4. Boat fire SNBC 17 Mack St.
5. Structure fire, 10 Center Ave.
6. Structure fire 20 Highland Ave.

Assistant Chief McCabe said that there had been a structure fire the previous evening at 239 Silvermine Avenue. Mayor Rilling asked if the notable incidents covered November and December. Assistant Chief McCabe replied that he had included both months since there had been 9 house fires since November 1st, which is a busy cluster.

Commissioner Dixon asked about the procedures for using the attenuator truck. He wished to know if it was standard procedure for law enforcement to slow the traffic down. Assistant Chief McCabe said that the Police Department assists with slowing the traffic flow. In conditions such as icy weather with snow on the highway, the procedure would be to leave more of a buffer zone between the attenuator and the actual accident scene to prevent a chain reaction. The attenuator truck has both emergency lights and caution striping along with an arrow indicator sign. Discussion followed about firefighters maintaining situational awareness.

Mayor Rilling said that there were some systemic changes regarding the Rowayton area that will be discussed in January. Assistant Chief McCabe said that since June, they have been automatically responding to any structure fires in that area.

7. ACTING FIRE MARSHAL'S REPORT

- a. Fire Summary of Activities**
- b. Fire Reports**
- c. Fire Marshal Fees**

Acting Fire Marshal McDonald greeted the Commissioners and presented his report. There were 152 inspections in November. There were 5 notifications. There were 5 Public Education events and 25 Plan Reviews which yielded \$2,400 in revenue. One Liquor License was issued. The total income for the month of September was \$2,530.

There were 9 fire investigations, and 7 code violations. The multi-unit inspections continued on two sites with 114 unit inspections.

8. EMERGENCY MANAGEMENT

a. Emergency Management Update

Ms. DeLuca greeted the Commissioners and presented her report.

She said that she was working with Michelle Matthews in IT to remind employees to sign up for weather notifications.

Winter Cups and safety books has been distributed from both the Library and Parks and Rec. PetSmart donated some stuffed animals and about 600 stuffies were distributed. Additional bags of stuffies have been delivered and these will also be distributed.

Ms. DeLuca said that she would be attending a regional conference for the 14 towns focused on collaboration and partnerships. There will be four panels throughout the day. Having relationships with others during emergencies is valuable.

9. TRAINING DIVISION REPORT

Deputy Chief Coppola greeted the Commissioners and presented his report.

a. Current Training Activities

1. First Due Software Integration Training
2. Rescue Operations – High Pressure Airbags
3. Ladder truck vehicle operations (T1 & T2)
4. Engine Co. operations with use of water halted due to drought condition orders and cold weather

b. Completed Training Activities

1. Bailout/Emergency self-evacuation procedures in training mezzanine (all members/companies)
2. Rapid Intervention Team training with zero visibility

3. Leadership Under Fire (FDNY Mental Performance Initiative) seminar (DC Coppola)
4. All drivers citywide attended 2 hours Emergency Vehicle Operator Course
@ Vet's Park

c. Upcoming/Scheduled Training Activities:

1. Wellness Program Annual Classroom Education Sessions (December 2024)
2. 2025 EMT/EMR Refreshers January 2025
3. 2025 CPR Recertification courses January 2025
4. Deputy Chief Promotional Testing, early spring 2025
5. Captain Promotional Test, January 9, 2025, 9am

There was a brief discussion regarding the increase in the number of house fires. Deputy Chief Coppola said that during the winter, people use electric heaters and seasonal lighting.

10. LOCAL 830 REPORT

There were no items to consider at this time.

11. OLD BUSINESS

There were no items to consider at this time.

12. NEW BUSINESS

There were no items to consider at this time.

13. CORRESPONDENCE

There were no items to consider at this time.

14. PERSONNEL

There were no items to consider at this time.

15. ADJOURNMENT

Mayor Rilling wished Commissioner/Rabbi Paskind a Happy Hannukah and wished everyone Happy Holidays.

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:32 p.m.

Respectfully submitted,
S. L. Soltes
Telesco Secretarial Services

City of Norwalk
Fire Commission
Regular Meeting
December 17, 2024