

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER OSCAR DESTRUGE
COMMISSIONER CURTIS LANGLEY

REGULAR MEETING
NOVEMBER 21, 2017

ATTENDANCE: Mayor Harry Rilling, Chair; Commissioner Oscar Destruge

STAFF: Acting Fire Chief Gino Gatto; Deputy Chief Al Bassett; Deputy Fire Marshal Kirk McDonald; Captain James Hines; Michele DeLuca, Deputy Director of Emergency Management; Lefty Petrides, Local 830 President; Ray Burney, Personnel Director

CALL TO ORDER

Mayor Rilling called the meeting to order at 3:00 p.m. A quorum was present.

ACCEPTANCE OF THE MINUTES

Regular Meeting – October 17, 2017

The following corrections were noted:

Page 1, under **ATTENDANCE**: please change “Assistant Fire Chief” to “Acting Fire Chief”.

Page 1, under **ATTENDANCE and forward**: please change “Deputy Chief Al Basset” to “Deputy Chief Al Bassett”

Page 1, under **Regular Meeting September 19, 2017, MOTION**, please change the following from:

**** COMMISSIONER LANGLEY MOVED THE MINUTES OF APRIL 18, 2017 AS CORRECTED.**

TO:

**** COMMISSIONER LANGLEY MOVED THE MINUTES OF SEPTEMBER 19, 2017 AS CORRECTED.**

Page 3, paragraph 2, please change the following from:

Commissioner Langley asked about the selection process for the part time Fire Marshals. Acting Chief Gatto said that there were 11 applicants and the Department narrowed it down to three candidates. Two candidates were hired to fill the vacant positions. The Inspectors will be attending school and will be doing residential inspections when they are not in school. Once they finish their courses, they will be certified for Fire Investigations. A discussion followed.

TO:

Commissioner Langley asked about the selection process for the part time Fire Marshals. Acting Chief Gatto said that there were 11 applicants and the Department narrowed it down to three candidates. Two candidates were hired to fill the part-time positions. The Inspectors will be doing residential inspections.

Page 5, paragraph 2, please change the following from:

Captain Hines said with the extra grant money, they are looking to purchase smaller commercial washers and dryer for the fire fighters turn out gear for the smaller stations on Westport Avenue, South Norwalk and .

TO:

Captain Hines said with the extra grant money, they are looking to purchase smaller commercial washers for the fire fighters turn out gear for the smaller stations on Westport Avenue, Meadow and Van Zant.

Page 5, paragraph 1, line 4, please change the following from: “purchase the washers and driers.” To: “purchase the washers”.

**** THE MOTION TO ACCEPT THE MINUTES OF OCTOBER 17, 2017 AS CORRECTED 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 progressing normally.

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

FIRE MARSHAL'S REPORT

a. **Summary of Activities**

b. **Fire Reports**

c. **Fire Marshal Fees.**

Deputy Fire Marshal McDonald presented the statistics for the month of October 2017, which was included in the information packet.

Mayor Rilling asked how the new Fire Inspectors were working out. Acting Chief Gatto said that he was very pleased with their work. Discussion followed about the various inspections that were performed.

Mayor Rilling requested that a listing of the priority inspections be included in the packet for next month.

EMERGENCY MANAGEMENT.

Emergency Management Update.

Ms. DeLuca said that the EMS draft plan is completed. It will be presented to the Common Council and also to Corporation Counsel. The goal is to have it signed by the end of the year.

Child care providers have updated their disaster plans. Ms. DeLuca said that they had been working on increasing holiday safety and winter safety awareness.

Commissioner Destruge asked if there had been any follow up with the resident who had to walk to her home because of a marathon. Mayor Rilling said that the City needs to seriously think about hosting these types of events because of the issues for the local

residents. Ms. DeLuca said that there should be more planning meetings before the permit is issued to address the red flag issues like that.

TRAINING REPORT.

a. Company Training

- Aerial Ladder Climb
- 35' Ground Ladder

Deputy Chief Bassett reported that the two training classes has been completed.

b. Department Training

- Nutrition Awareness
- Marine Division Completed Maritime Skills.

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

c. Public Safety Cadets

- Assisted at the Kids Festival
- ICS
- Pancake Breakfast December 9th. (See attached)

LOCAL 830 REPORT.

Union President Petrides said that approximately 60 turkeys had been purchased. They were distributed to a variety of agencies including the Open Door Shelter, St. Vincent DePaul and some local churches.

OLD BUSINESS

a. Fire Station Project Updates

Captain Hines distributed copies of his report to the Commissioners. (See attached)

NEW BUSINESS

a. Swearing In the Fire Commissioners for the New Term.

Mayor Rilling administered the oath of office to Commissioner Destruge. Mayor Rilling explained that Commissioner Langley was out of town.

CORRESPONDENCE

a. Thank You Letters

Acting Chief Gatto reviewed the details surrounding two different incidents where Norwalk Firefighters had stepped forward and made a difference in the community. One letter involved a firefighter providing assistance to an individual who was suddenly taken ill in a store and the other one addressed how the Firefighters positively interacted with a child in a store.

Mayor Rilling expressed his appreciation for those involved in both events. Acting Chief Gatto said that he had sent out a personal note to Firefighter Mills regarding his assistance to the individual who was suddenly taken ill.

PERSONNEL

a. Executive Session for Acting Chief Salary.

**** COMMISSIONER DESTRUGE MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Mr. Burney, and Acting Chief Gatto entered into Executive Session to discuss Personnel issues at 3:40 p.m. No motions were made and no votes were taken. They returned to regular session at 3:55 p.m.

**** COMMISSIONER DESTRUGE MOVED TO ADJUST THE SALARY OF ACTING CHIEF GATTO AT THE RATE THAT WAS APPROVED IN THE COLLECTIVE BARGAINING AGREEMENT COVERING FIREFIGHTERS.**

**** THE MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:57 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services

City of Norwalk
Fire Commission
Regular Meeting
October 18, 2017