

**CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
NOVEMBER 20, 2018**

ATTENDANCE: Mayor Harry Rilling; Commissioner Oscar Destruge (3:02 pm); Commissioner Larry Bentley

STAFF: Fire Chief Gino Gatto; Assistant Chief Chris King; Ray Burney , Director of Personnel; Bill Ireland, Norwalk Firefighters Association; Michele DeLuca, Deputy Director of Emergency Management; Captain Jim Hines; Luca Feola, Fire Inspector; Deputy Chief Michael McCallum

1. CALL TO ORDER

Mayor Rilling called the meeting to order at 3:01 p. m. A quorum was present.

2. ACCEPTANCE OF THE MINUTES

a. Regular Meeting October 16, 2018

**** COMMISSIONER BENTLEY MOVED TO APPROVE THE OCTOBER 16, 2018 MINUTES AS SUBMITTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. ACTION ITEMS

No items were brought forward.

4. FIRE CHIEF'S REPORT

a. Budget Report

Chief Gatto stated that we are a little more than four months into the fiscal year. He stated that there were a few fluctuations in the amount of overtime.

Commissioner Destruge arrived to the meeting at 3:02 p. m.

Chief Gatto stated that he expects the overtime amount to level out over the rest of the year. We are currently at 35% of the total for the year.

Chief Gatto stated that we are working on the Assistant to Firefighter Grant. We want to replace all of our portable radios. We are going to request 63 radios, 15 mobile radios, a mobile repeater, charger units and spare batteries, and other items. The request comes to \$816,796. Our match comes to 10% of

the amount. We are confident that we will be awarded the grant funding. We may get a response this spring.

5. ASSISTANT CHIEF'S REPORT

a. Operations Report

Assistant Chief King stated that we had 627 calls for the month of October. He stated that YTD we are at 621 calls. If we stay on this pace we should have about 7,200 calls, which would be a record number. In October, we had 17 assorted fires. Three of them were structure fires. There were 5 cooking fires and two vehicle fires. EMS had 386 calls. He stated there were 23 gas leaks or spills. He stated there were 107 alarm activation calls. There were 80 good intent calls. There were 12 public assist calls.

6. FIRE MARSHAL'S REPORT

a. Summary of Activities

b. Fire Reports

c. Fire Marshal Fees

Fire Inspector Feola stated that we did 133 inspection in the month of October. There were 72 letters of notification sent out. We have 14 plan reviews. He stated that we held 12 Fire Safety Public Education events. He stated that we conducted 11 fire investigations.

Fire Inspector Feola stated that we took in \$700 for plan reviews.

7. EMERGENCY MANAGEMENT

a. Emergency Management Update

Deputy Director DeLuca stated that we are coordinating messages for Thanksgiving and the coming holidays. This week, the Health Department will do messages on safety preparation. We also sent out a press release on Fire Safety today.

Deputy Director DeLuca stated that we are updating the City Buildings Response Guide. In January we will do refresher training or new employee training. She stated that we will begin the toy drive this week.

8. TRAINING'S DIVISION REPORT

a. Company Training Objectives

Deputy Chief McCallum stated that we tested and inventoried all of the hose we own. We have a total of 30,415 feet of hose. He stated that we Hosted Project Green A which is a Suicide Prevention Seminar. It

is mandatory for all fire fighters to attend the seminar. Two shifts have completed it and two will follow next month.

Deputy Chief McCallum stated that he attended “Live Burn Day” on November 9th at the Fire Academy. We hosted a class for 12 of our members to be certified and to do field repairs on the new Scott 4.5 SCBA that we are going to put in service next month.

9. LOCAL 830 REPORT

Mayor Rilling introduced the new Union Local 830 President Bill Ireland. Mr. Ireland gave a summary of the recent charitable activities conducted by the union.

10. OLD BUSINESS

a. Fire Station Projects Update

Captain Jim Hines stated that at Station #1 the new ceiling tiles and new lighting will start being installed on November 26th. The new painting contractor will start after that work is completed. He stated that the Mechanical Engineer will help us select the equipment for a new heating system and to write the scope of work. He will assist us with the bidding process.

Captain Hines stated that at Station #2, our systems are working fine and the maintenance is going well.

Captain Hines stated that at Station #3, he met with the Third Taxing Commissioners to discuss our next steps for making the apparatus floor more stable. He stated he is waiting to hear back from them about his proposal of funding the Engineering work to come up with a plan to stabilize the floor.

Captain Hines stated that at Station #4, the contractor for the new ceiling tile and lights has completed their work. We are now waiting to hear back from the painter for his schedule. He stated that we have hired a Mechanical Engineer to help us select the equipment for a new heating system and to write the scope of work and assist with the bidding process.

Captain Hines stated that at Station #5 we are looking to do the best re-design of the crew’s bathroom to be more gender neutral. The original roof is starting to fail. We are getting prices for the replacement of the roof.

Captain Hines stated that at the Apparatus Maintenance Facility, the roofing project is being done by Young Developers. They will be starting the flashing and metal work very soon. There has been a little back and forth with the submittals and shop drawings for the metal work. He stated that it seems, at this time, that we are past that hurdle.

11. NEW BUSINESS

No items were brought forward.

12. CORRESPONDENCE

a. Letters

Chief Gatto stated that we received two complementary letters this month.

13. PERSONNEL

a. Swearing-In Fire Inspector Jessie Granton

Mayor Rilling swore in Jessie Granton as Fire Inspector.

b. Firefighter Anthony Bruno Joins the Deferred Retirement Option Plan (DROP) Pension

Mayor Rilling and Commissioners Destruge and Bentley signed the appropriate paperwork recognizing Firefighter Anthony Bruno joining the Deferred Retirement Option Plan (DROP) Pension.

c. Update Personnel Issues (Executive Session)

**** COMMISSIONER DESTRUGE MOVED TO ENTER EXECUTIVE SESSION.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting entered Executive Session at 3:44 and returned at 4:36 p. m.

14. ADJOURNMENT

**** COMMISSIONER DESTRUGE MOVED TO ADJOURN.**
**** THE MOTION PASSED UNANIMOUSLY.**

Respectfully submitted,

Tom Blaney
Telesco Secretarial Services