

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
NOVEMBER 19, 2024

Via Zoom /Tele Conference

ATTENDANCE: Mayor Harry Rilling, Chair; Commissioner/Pastor Oscar Destruge;
Commissioner Howard Dixon; Commissioner Rabbi Ita Paskind
(3:07 p.m.)

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

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 on Tuesday, October 15, 2024

**** COMMISSIONER/PASTOR DESTRUGE MOVED THE MINUTES OF THE October
15, 2024 MEETING.**

The following corrections were noted:

Page 1, under **ATTENDANCE** and forward: Please change “Fire Marshal Kirk McDonald” to “Acting
Fire Marshal Kirk McDonald”

Page 2, paragraph 2, line 1: please change “the active roster from maturity” to “the active roster from

maternity”

Page 4, paragraph 1, line 2, please change “how they can held the victims” to “how they can help the victims”

**** THE MOTION TO ACCEPT THE MINUTES OF THE OCTOBER 15, 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 has completed the first third of the new budget year and the budget is currently at 32%. He then briefly discussed the roll overs amounts which were approved on October 7th.

5. ASSISTANT FIRE CHIEF OF ADMINISTRATION

Chief Gatto presented Assistant Chief Conte’s 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 is in progress and should be completed by the end of this month.
- 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.

Commissioner/Rabbi Paskind joined the meeting at 3:07 p.m.

6. ASSISTANT FIRE CHIEF OF OPERATIONS

Assistant Chief McCabe presented his report.

The October Fire Calls included 26 fires and 50 rescues of which 36 were motor vehicle accidents. The Department responded to 418 EMS calls, 36 hazardous conditions, 29 service calls; 115 fire alarms and 66 good intents. From January through the end of October, there was a total of 6,871 incidents and 10,832 total runs.

a. Fire Apparatus

1. Update on progress and delivery times for engines and rescue truck on order.
2. Progress on Highway Attenuator and Scene Support Unit

b. Operational Projects

1. Update on tanker response agreement with surrounding towns.
2. Hydrant flow test information in new fireground software.

c. Notable Incidents

1. Structure fire 13 North Taylor Ave.
2. Structure fire 18 Sasqua Rd.

7. 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 203 inspections in October. There were 27 notifications. There were three Public Education events and 8 Plan Reviews which yielded \$750 in revenue. Eight Liquor Licenses were issued. The total income for the month of September was \$1,270.

The Fire Marshal's office had 8 call outs, which is twice the number from last month. Two large multi-unit inspection sites were performed which totaled 338 units inspected.

Commissioner DeStruge asked about the staffing for inspections. Acting Fire Marshal McDonald said they have one temp but unfortunately had lost two. He added that they had inspected 294 apartments at Glover Avenue and 94 on Richards Avenue. Since the inspectors team up with the facility staff for the inspection, it moves fairly quickly.

8. EMERGENCY MANAGEMENT

a. Emergency Management Update

Ms. DeLuca greeted the Commissioners and presented her report. She said there was a drought underway and she met with the water companies last week and will be meeting with them again next week just to keep in touch about the conditions. A Holiday Safety and Cold Weather Safety outreaches will be done in the coming weeks.

Regional activities are underway with houses of worship and other organizations in the 14 towns.

Mayor Rilling thanked Ms. DeLuca for the Election Preparedness work. He noted that the election went smoothly and Norwalk had the highest turnout for the entire state.

9. TRAINING DIVISION REPORT

Deputy Chief Coppola greeted the Commissioners and presented his report.

a. Current Training Activities

1. Pump Operator Refresher checklists (Engine Companies focusing on this during fall months)
2. Driver/Operator Training for aerial apparatus drivers
3. Various lifting technique drills with different types of air bags @ training tower
4. Lifting techniques with Hydro-fusion Struts @ training tower
5. 6-month probationary personnel evaluations
6. Roof cutting prop for vertical ventilation drills

b. Completed Training Activities

1. Site tours of King Chemical for all shifts
2. State of Connecticut DOT Traffic Incident Management Class
3. Aerial operator signoffs for new drivers for both positions on the ladder trucks
4. SCBA emergency maneuvers (restricted passage)

c. Upcoming/Scheduled Training Activities:

1. Bail Out Refresher Training, December, 2024
2. 2025 EMT/EMR Refreshers January 2025
3. Lieutenant Promotional Test, November 12, 2025, 9am
4. Captain Promotional Test, January 9, 2025, 9am
5. Wellness Program Annual Classroom Education Sessions (December 2024)

Deputy Chief Coppola noted that whenever the Fire Marshal holds a public event, the local engine company puts in an appearance.

He noted that the Department would be shifting over to the new software and training had been provided on the new protocols.

Commissioner Dixon had some questions about the qualification for the promotional firefighters. Coppola reviewed the details. Commissioner Dixon asked if there was a SOP. Deputy Chief Coppola offered to send Commissioner Dixon a copy of their SOP.

Commissioner Dixon noted that a member of the Fire Department and a member of the Police Department had recently passed away unexpectedly. He asked if they had any type of program for the

firefighters' support. Deputy Chief Coppola said that there were programs for peer support and commented that he knew both the firefighter and police officer.

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

a. See Letters (Attached)

Chief Gatto said that there were two letters from the daughter of former Fire Chief Seymour. Ms. Seymour said that she had been driving behind one fire truck that had a flag attached that was dirty. Her father would never have allowed that. Chief Gatto said that they had removed the flag and cleaned it along with notifying the other stations. He also contacted Ms. Seymour to let her know that the item had been addressed. Ms. Seymour replied and thanked him for his prompt actions.

Rabbi Paskind expressed her condolences regarding the two recent deaths.

14. PERSONNEL

There were no items to consider at this time.

15. ADJOURNMENT

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:32 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services