

**CITY OF NORWALK
BOARD OF FIRE COMMISSION
REGULAR MEETING
NOVEMBER 18, 2014**

ATTENDANCE: Mayor Harry W. Rilling, Commissioner Irene Dixon

STAFF: Fire Chief Denis McCarthy; Assistant Fire Chief Laurence Reilly; Michelle DeLuca, Emergency Management Deputy Director; Fire Marshal Chris Hansen.

CALL TO ORDER.

Mayor Rilling called the meeting to order at 5:02 p.m. A quorum was present. Mayor Rilling stated that Commissioner DeStruge was out of town and unable to attend.

ACCEPTANCE OF MINUTES.

Regular Meeting – October 21, 2014.

**** COMMISSIONER DIXON MOVED THE MINUTES OF OCTOBER 21, 2014.**

**** MAYOR RILLING SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

ACTION ITEMS.

There were no action items to consider at this time.

FIRE CHIEF REPORT.

Budget – Chief McCarthy said that the department is working on next year's budget. A pro forma budget has been received. However, while there was an increase in wages, there was no wage increase in the overtime. Chief McCarthy explained what kind of impact this would have on the budget and the potential overages because of this.

Cadet program - Chief McCarthy said the program started with six cadets. Calendar is being updated.

Fire Recruitment – A second meeting has been held with Personnel, Human Relations and Purchasing departments regarding creating an RFP for a consultant. Chief McCarthy said he would like to create a system that identifies skills, fitness and other criteria for the candidate screening process.

Station Renovations - There will be a meeting on Thursday morning with Mr. Sgobbo and Mr. Lo regarding the New Canaan Avenue station renovations. It will also be important to have a study done on Station 4 to determine the best position for a station to serve both districts.

ASSISTANT FIRE CHIEF.

Assistant Reilly then presented his report, which was included in the information packet.

FIRE MARSHAL'S REPORT.

Fire Marshal Hansen presented his report to the Commissioners.

EMERGENCY MANAGEMENT.

Ms. DeLuca said that the monthly meeting was held earlier in the day. The focus is on the before and after school programs. One topic of discussion was supervision issues at the high school after the day when students are in the library, music rooms or library. There will be training programs for City staff and a program on holiday safety.

Chief McCarthy then spoke briefly about the annual toy drive for Heart to Heart.

TRAINING REPORT.

Chief McCarthy reviewed the following high points of the training program as outlined on the agenda:

- Annual EMT/EMR Refreshers courses will start with Platoon 4 on November 20, 2014.
- Ladder Training has been scheduled for the month of November.
- Company Specific Needs training has been scheduled for the month of December 2014.
- Copies of Next Year's Promotional Test Book for the Lieutenant, Captain, and Deputy Chief exams have been sent out to all.

UNION PRESIDENT REPORT.

There were no items to consider at this time.

OLD BUSINESS.

There was no old business to consider at this time.

NEW BUSINESS.

There was no new business of to consider at this time.

CORRESPONDENCE.

There were no items to consider at this time.

PERSONNEL.

a. EXECUTIVE SESSION:

1. Salary Increases for AC Reilly and Chief McCarthy
2. Employment Contract Renewal for Chief McCarthy

**** COMMISSIONER DIXON MOVED TO INCLUDE THE REPORT ON PENDING LITIGATION IN EXECUTIVE SESSION.**

**** MAYOR RILLING SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** COMMISSIONER DIXON MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL CONTRACTUAL ISSUES AND PENDING LITIGATION.**

**** MAYOR RILLING SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Mayor, Commissioner Dixon, Fire Chief McCarthy, and Assistant Fire Chief Reilly entered into Executive Session at 5:25 p.m. They returned to public session at _____ p.m.

ADJOURNMENT.

**** COMMISSIONER DIXON MOVED TO ADJOURN.**

**** MAYOR RILLING SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at _____ p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services

