

**CITY OF NORWALK**  
**FIRE DEPARTMENT**



**BOARD OF FIRE COMMISSIONERS**

**MAYOR HARRY W. RILLING**  
**COMMISSIONER IRENE DIXON**  
**COMMISSIONER OSCAR DESTRUGE**

**FIRE COMMISSION**  
**REGULAR MEETING**  
**SEPTEMBER 15, 2015**

**ATTENDANCE:** Mayor Harry Rilling, Commissioner Oscar Destruge,  
Commissioner Irene Dixon

**STAFF:** Fire Chief Denis McCarthy, Michelle DeLuca, Emergency  
Operations; Chris Hansen, Fire Marshal; Assistant Chief Lawrence  
Reilly, Lieutenant Ed Brown, Union President.

**CALL TO ORDER.**

Mayor Rilling called the meeting to order at 3:06 p.m. A quorum was present.

**ACCEPTANCE of MINUTES.**

**Regular Meeting August 18, 2015**

**\*\* COMMISSIONER DIXON MOVED THE MINUTES OF THE REGULAR  
MEETING ON AUGUST 18, 2015.**

**\*\* THE MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING  
ON AUGUST 18, 2015 AS SUBMITTED PASSED WITH TWO IN FAVOR  
(RILLING AND DIXON) AND ONE ABSTENTION (DESTRUGE).**

**ACTION ITEMS**

There were no items to consider.

### **FIRE CHIEF REPORT.**

**Transition Report** - Chief McCarthy said that the recent listing that had been completed included all of the staff with their responsibilities. He said that this showed how much involvement the department members have with the department's tasks. Chief McCarthy said that he hoped that everyone would continue to move the various projects forward. Mayor Rilling said that the documents were very helpful and informative. He added that it was very important that everyone understands cross communications and how the department works. This is also done at City Hall with department staff to insure everyone understands how they relate to other departments, so they can improve communications.

### **ASSISTANT CHIEF REPORT.**

Assistant Chief Reilly then presented his report to the Commission. He said that the one major fire at Pine Hill Avenue was caused by someone tossing a backpack on a stove. The backpack hit one of the burner knob and the element turned on, causing the backpack to catch on fire.

Regarding the Buildings and Equipment, the department's mechanics have gone down to Pennsylvania to perform some inspections as the trucks are being built. The two pumpers are expected to be delivered in November.

The breathing apparatus has been recently calibrated and all the masks have been fit tested.

The replacement Deputy Chief's command car has been put out to bid. He gave the details.

The radio vendor was in recently to reprogram all the radios. The Rowayton Fire Department now has a new VHF frequency.

The Fairfield Avenue repair building is in the process of being painted. The Meadow Street Station 5 boiler and hot water heater project has gone out for price quotes.

### **FIRE MARSHAL'S REPORT.**

Fire Marshal Hansen reviewed the recent statistics for the department, including the number of inspections completed.

The Open House is scheduled for Saturday, September 19th and October 4th through the 10th is Fire Prevention Week.

The software package RFPs are almost completed.

### **EMERGENCY MANAGEMENT.**

Ms. DeLuca presented her report. She said that the department was expecting approximately 2,000 attendees at the Open House. Last year, the department collected around 500 pounds of food and hope to collect at least that much this year, if not more.

The School Safety Committee will be meeting on September 16th. She gave the details.

Emergency Management continues to work with Stepping Stones regarding the Fire Dome concept.

On October 19th, there will be a one day regional Active Shooter program presented by three Colorado representatives. It is expected that there will be between 250 to 300 attendees from various First Responder departments and school districts. Chief McCarthy said that the First Selectman from Newtown will be the guest speaker at lunch.

### **TRAINING REPORT.**

Chief McCarthy said Deputy Chief Smith was not able to attend the meeting. He briefly reviewed the following training items listed on the agenda:

- Recruiting at Oyster Festival, NCC, HCC, Open Houses and Local Churches

Chief McCarthy said that members of the department spent time at the Oyster Festival recruiting. The response was very good. Chief McCarthy said that the department is working with representatives from Bridgeport and New Haven departments. He added that the consultants will be building the test around what Norwalk needs. Deputy Chief Smith will be also going to various churches.

- Pathways Academy starting in October –

Chief McCarthy said that the eight week schedule for the classes has been adjusted. There has been great interest by the participants.

- Confined Space Training -

Assistant Chief Reilly said that he believed the training believed it would be starting in the next few weeks.

- Aerial Operator Training –

Norwalk will host the class and providing the equipment. This will reduce the cost of the class for the Department.

Mayor Rilling asked about an update on the Exam. Chief McCarthy said the exam is scheduled for December 5th. The application fee is \$50.00 and there is a waiver for those who can not afford to pay the fee.

### **UNION PRESIDENT REPORT.**

**\*\* COMMISSION DIXON MOVED TO ADD AN ITEM TO THE AGENDA.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

Lieutenant Brown spoke about Operation Warm program, which distributes American made coats for kids that need them. The Union will be taking on the fund raising aspect of this and wanted to inform the Commissioner. There will be a family night at a local restaurant and other events. Discussion followed.

### **OLD BUSINESS.**

There was no old business to consider at this time.

### **NEW BUSINESS.**

There was no new business consider at this time.

### **CORRESPONDENCE.**

There were no items to consider at this time.

### **PERSONNEL.**

- Norwalk Fire Chief Denis McCarthy's Retirement

**\*\* COMMISSIONER DESTRUGE MOVED TO ENTER EXECUTIVE SESSION  
TO DISCUSS PERSONNEL MATTERS.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The Commissioners and Fire Chief McCarthy entered into Executive Session at 3:45 p.m. to discuss personnel issues and reconvened into public session at 3:45 p.m. No action was taken during Executive Session.

**ADJOURNMENT.**

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

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:46 p.m.

Respectfully submitted,

S. L. Soltes

Telesco Secretarial Services