

**CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
AUGUST 15, 2017**

ATTENDANCE: Mayor Harry Rilling; Commissioner Curtis Langley

STAFF: Acting Chief Gino Gatto; Deputy Chief Albert Bassett, Fire Marshal Broderick Sawyer, Michele DeLuca, Office of Emergency Management; Captain Jim Hines; Ray Burney, Director of Personnel & Labor Relations

1. CALL TO ORDER

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

2. ACCEPTANCE OF THE MINUTES

a. Regular Meeting July 18, 2017

Page 1 Change "She dad left" to "She had left"

Page 2 Change "needs a new heating and cooling system" to "had a new heating and cooling system installed."

**** COMISSIONER LANGLEY MOVED TO APPROVE THE JULY 18, 2017 MINUTES AS AMENDED.
** THE MOTION PASSED UNANIMOUSLY.**

3. ACTION ITEMS

No items were brought forward.

4. FIRE CHIEF'S REPORT

No items were brought forward.

5. ACTING FIRE CHIEF'S REPORT

a. Budget Report

Acting Chief Gatto stated that we are on par with last year. Mayor Rilling asked what Wages & Salary Premium included. Acting Chief Gatto stated that it was a stipend for the EMT and EMS allowance.

b. Operations Report

Acting Chief Gatto stated that on July 1st there was a basement fire on 17 Slocum Street. On July 3rd there was a porch fire on 7 Lorena Street. On July 17 there was a car fire on Merritt Parkway southbound side at Exit 38-37. He stated that On July 17 there was a motor vehicle extrication on Fallow

Street. He stated that on July 25th there was a structure fire on 7 Fairfield Avenue. On July 25th there was a dryer fire at 15 Cross Street.

c. Assistant Mechanic Position Update

Acting Chief Gatto stated that an individual was hired to fill the position and started on July 21st.

6. FIRE MARSHAL'S REPORT

Fire Marshal Sawyer stated that he does not recommend Fire Marshal fees for mobile food units. He stated that 111 multi-family home inspections were made in the past year. There are 700 multi-family home occupancies in the city. He stated we should have done all 700 of them. Mayor Rilling stated that staffing has to be increased to ensure that inspections are done in a timely manner.

Acting Chief Gatto stated that two fire inspectors have been hired. They will begin working during the first week of September but will not be certified until April. He stated that the Finance Department has transferred funds to allow for the hiring of two part time fully qualified inspectors. They will be paid \$32 per hour but will not receive benefits.

a. Summary of Activities

Fire Marshal Sawyer stated that 235 inspections were made during the month which took a total of 355.80 hours.

b. Fire Reports

No items were brought forward.

c. Fire Marshal Fees

Fire Marshal Sawyer stated that there were \$3,920 in fees.

7. EMERGENCY MANAGEMENT

a. Emergency Management Update

Ms. DeLuca stated that we had a meeting this morning with about the Oyster Fest to go over any changes since last year's event. She stated that we had discussion about security, possible barricades, any additional enhancements, and inspection process. Ms. DeLuca stated that we will have an action plan with all the necessary contact numbers for the event.

Ms. DeLuca stated that the Annual Open House will be held on Saturday, September 30th at the Public Works Center. She stated that outreach will be done to the schools and the community.

Ms. DeLuca stated that September is Preparedness month. She met with the Health Department on some possible events we may try to do together to raise awareness. She stated that the solar eclipse will

be next month. We will put together safety messages stressing that people should keep their eyes on the sky or the road – not both.

8. TRAINING'S DIVISION REPORT

a. Company Training Objectives – July

Roadway Safety

Respirator Use

Deputy Chief Bassett stated that training was done for Highway Safety. The training gives guidance on the placement of apparatus. He stated that training was also done on respirator equipment.

b. Department Training

Annual Fit Testing

Tax-payers Fires

Preplanning

Deputy Chief Bassett stated that everyone did Annual Fit Testing, which is an OSHA requirement. He stated that we hosted a tax-payers fire class. He stated that we have started a preplanning push for the department tying in with our firehouse software. We are trying to capture building data and have it sync properly with our dispatch platform.

c. Public Safety Cadets

Deputy Chief Bassett stated that Cadet Rainer Martinez attended and completed Introduction to the Fire Service at the CT Fire Academy.

9. LOCAL 830 REPORT

No items were brought forward.

10. OLD BUSINESS

a. Fire Station Projects Update

Captain Hines stated that at the South Norwalk Station, the floor and ceiling tiles were inspected for asbestos and both came back negative. The architect of record for our Broad River Station has been dismissed and that opens us up to talk to other contractors about doing work at that station. He stated that he will be meeting this Thursday about a heating and cooling system for Broad River Station and Westport Avenue.

11. NEW BUSINESS

No items were brought forward.

12. CORRESPONDENCE

No items were brought forward.

13. PERSONNEL

a. Additional New Firefighter Hires

Acting Chief Gatto stated that conditional hires have been made. Deputy Chief Bassett stated that they have been fingerprinted, and background checks are underway. They will start working on August 24th. They all understand that their position is conditional and depends on the background checks coming back completely clean.

b. Part-Time Inspectors for Fire Prevention Bureau

Mayor Rilling stated that the item was addressed earlier in the meeting.

14. ADJOURNMENT

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

The meeting was adjourned at 3:34 p. m.

Respectfully submitted,

Tom Blaney
Telesco Secretarial Services