CITY OF NORWALK
FIRE DEPARTMENT

BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER/PASTOR OSCAR DESTRUGE
COMMISSIONER LARRY L. BENTLEY

REGULAR MEETING
July 21, 2020

ATTENDANCE: Mayor Harry Rilling, Commissioner Larry Bentley, Commissioner Oscar Destruge

STAFF: Fire Chief Gino Gatto; Deputy Chief McCallum; Fire Marshal Broderick Sawyer; Michelle DeLuca, Emergency Management; Raymond Burney, Personnel Director; Matthew Sapienza. Personnel Department

This meeting was conducted by Zoom/Teleconference.

CALL TO ORDER

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

ACCEPTANCE OF THE MINUTES

Regular Meeting – June 16, 2020.

The following corrections were noted:

Page 4, under **Update on Building Repairs:** please strike the following as it was completed last year.

- **Station Boiler Replacements –** Replacements should begin in late summer or early fall.

Page 4, under **Update on Building Repairs:** please change the following from:

- **100 Fairfield** - A report has come in stating the roof is leaking in two

locations.

To: • **100 Fairfield** - A report has come in stating the roof is leaking in two locations. These have been repaired.

**** COMMISSIONER DESTRUGE MOVED TO ACCEPT THE MINUTES OF JUNE 16, 2020 AS CORRECTED.**
**** THE MOTION TO ACCEPT THE MINUTES OF JUNE 16, 2020 AS CORRECTED PASSED UNANIMOUSLY.**

ACTION ITEMS

a. **Update on Assistant Mechanic**

Chief Gatto said that Commissioner Destruge had requested information on the Assistant Mechanic. He then gave a brief overview of the applicants. A candidate was given a conditional employment offer but recently declined. The job will be reposted.

Commissioner Bentley joined the meeting at 3:06 p.m.

FIRE CHIEF REPORT.

a. Budget Report.

Chief Gatto said that the Department had done well this past fiscal year. The Department only used 96.2% of its budget. They were able to save $520,000 in the overtime budget and $179,000 in normal operations.

Mayor Rilling congratulated the Department, as did Commissioners Destruge and Bentley.

ASSISTANT FIRE CHIEF'S REPORT

a. Operations Report.

Chief Gatto presented the report. The Department is averaging 17.2 per day. He also reviewed the notable fire calls with the Commissioners.

FIRE MARSHAL'S REPORT

a. Summary of Activities.
b. Fire Reports.
c. Fire Marshal Fees.

Inspectors Scully and Roos are sending out notifications to residents about inspections in common areas for buildings.

EMERGENCY MANAGEMENT.

Emergency Management Update.

Ms. DeLuca said that the main focus has been on After action from COVID. 35 surveys have been submitted and the information will be compiled into a report.

1,000 water bottles have been distributed. Work continues on shelter management.

TRAINING'S DIVISION REPORT.

Company Training Objectives

a. Truck Company Objectives
b. Vehicle Extrication
c. Officers Training Program

Deputy Chief McCallum presented his report. Cross training is on going to insure that all the firefighters are well trained on all the equipment.

LOCAL 830 REPORT.

There was no report at this time. All fund raisers has been cancelled due to COVID.

OLD BUSINESS

.**• Station 1 –** Interior renovation continues and electrical and plumbing are underway. The project is moving along nicely and should be done in about 60 days.

NEW BUSINESS.

There was no new business to consider at this time.

CORRESPONDENCE

There was no correspondence to discuss at this time.

PERSONNEL

a. **Discussion of New Hires**

b. **Executive Session for Update on Probation**

**** COMMISSIONER BENTLEY MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES.**
**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Mr. Burney and Mr. Sapienza entered into Executive Session at 3:19 p.m. They returned to public session at 5:12 p.m.
No motions were made or actions taken during Executive Session.

ADJOURNMENT

**** A MOTION WAS MADE TO ADJOURN.**
**** THE MOTION PASSED UNANIMOUSLY**.

The meeting adjourned at 5:12 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services