

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER OSCAR DESTRUGE
COMMISSIONER CURTIS LANGLEY

REGULAR MEETING
JULY 19, 2106

ATTENDANCE: Mayor Harry Rilling, Commissioner Oscar Destruge,
Commissioner Curtis Langley

STAFF: Fire Chief Laurence Reilly, Assistant Chief Gino Gatto,
Deputy Chief Al Bassett, Fire Marshal Broderick Sawyer,
Michele DeLuca, Office of Emergency Management.

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 21, 2016.

**** COMMISSIONER DESTRUGE MOVED THE MINUTES OF JUNE 21, 2016
REGULAR MEETING.**

**** MAYOR RILLING SECONDED.**

**** THE MOTION TO ACCEPT THE MINUTES OF JUNE 21, 2016 REGULAR
MEETING AS SUBMITTED PASSED WITH TWO IN FAVOR (RILLING AND
DESTRUGE) AND ONE ABSTENTION (LANGLEY).**

ACTION ITEM

There were no items to consider at this time.

FIRE CHIEF REPORT.

- **Budget Report.**

Chief Reilly reported that the department had finished the year with surplus but there are encumbrances on the surplus funds. There is one large Capital item, the purchase of one fire pumper truck. Chief Reilly said that he expected to go out to bid on the truck and they are in the process of evaluating the two recently purchased trucks.

Chief Reilly said that the Department had discovered that the Fire Marshal has to be sworn in by the Town Clerk. Fire Marshal Sawyer was sworn in by Town Clerk McQuaid last Monday. He suggested that all the promotional ceremonies be held at one time.

Mayor Rilling asked what would happen to the old pumpers. Chief Reilly said that the Department can sell them. He mentioned there was someone who refurbishes the trucks and donates them to rural departments that can not afford to purchase new pumper trucks. Commissioner Destruge said that he remembers a meeting about a year ago with representatives from a few South American countries and they were interested in acquiring the old fire equipment. Commissioner Destruge said that he would find more information about this for the Commissioners.

ASSISTANT CHIEF REPORT

- **Operations Report.**

Assistant Chief Gatto presented his monthly report and reviewed each of the significant fire calls.

FIRE MARSHAL REPORT

- **Summary of Activities**
- **Fire Reports**
- **Fire Marshal Fees**

The Commissioners congratulated Fire Marshal Sawyer on his recent promotion.

Fire Marshal Sawyer presented his report, which was included in the Commissioner's information packet.

Fire Marshal Sawyer said that the Tax Assessor's Office lists over 2,000 multi-family units, so he explained that they need more inspectors.

Fire Marshal Sawyer said that when the Fire Marshal's Office went to the site of the KFC fire, he noticed that the fire suppression system had been red tagged, which means that it did not work. He also checked the Westport Avenue site and that system also does not work. The owners have been notified and told to correct the problem. He has also

contacted other towns and cities about this type of issue because many of the franchises in different towns are owned by the same people.

Fire Marshal Sawyer distributed copies of the regulations showing where the Fire Marshal Office has authority. He also gave out copies of brochures "Fire Safety Checklist" both in English and Spanish to the Commissioners. Commissioner DeStruge asked for over 100 copies of the brochures in Spanish for distribution through the Hispanic Pastors association. Fire Marshal Sawyer said that he would have to order them from the government and they were only allowed to order 100 copies at a time. Discussion followed.

EMERGENCY MANAGEMENT.

Ms. DeLuca gave an overview of the recent activities including storm safety and the location of cooling centers. She said that the National Weather Service has conference calls when there are severe storms on the way.

The City Hall IT and Building Management are working on upgrading the phone system with a paging system. She also said that there were some challenges with the 80 Fair Street site.

There will be a Regional Field Day on September 26th in Westport. She gave the details about how the various municipalities could benefit by have regional purchases for communication equipment. Flyers should be available by the end of the week.

Norwalk Hospital has received a grant for AED units for the general public with instructions. The external boxes will have a phone number for dispatch, so help will be on the way. The caller will be given the code for the box, so they can start helping the victim. The City has been given 28 units. Mayor Rilling said that there had been a demonstration of the units earlier in the day. Ms. DeLuca said that she had a list of sites for future units.

TRAINING REPORT.

• Monthly Training Objectives – HazMat Operational Refresher – Decontamination

Deputy Chief Bassett reviewed the details of the class.

• Train the trainer class for the Department Driving Training Program - DMV "Q" License program.

Deputy Chief Bassett reviewed the details of the class.

• Health and Safety.

- **First (Reorganized) Committee Meeting**
- **Peer support training**

Deputy Chief Bassett reviewed the details of the meetings with the Commissioners.

- **Site visit with the Maritime Aquarium for rescue training.**

Deputy Chief Bassett said that his department had gone to the Maritime Center to talk about safety and potential rescue methods from the shark tank. He reviewed potential methods for removing an injured diver from the tank and also did a walk through of the shark tank maintenance area to indicate potential safety problems for the staff.

- **New Hire Preparation –**

Deputy Chief Bassett said that he was reviewing the amount of paperwork required when a new hire comes on. The goal is to streamline the process, such as providing the blank forms to the new hire to fill out before he arrives.

One newly hired firefighter has already been to the Academy and worked his first shift on Monday.

Commissioner Destruge asked if the Commissioners could shadow the new hires during the upcoming orientation process. It was suggested that the Commissioners might want to do this on the 26th, which would be the second day of orientation when the new hires come to the station.

LOCAL 830 REPORT.

There were no items to consider.

OLD BUSINESS

There were no items to consider.

NEW BUSINESS

There were no items to consider.

CORRESPONDENCE

There were no items to consider.

PERSONNEL

**** COMMISSIONER DESTRUGE MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES.**

**** COMMISSIONER LANGLEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Chief Reilly and Assistant Chief Gatto entered into Executive Session to discuss personnel issues at 3:48 p.m. The Commissioners returned to public session at 4:13 p.m. No motions were made and no votes taken.

ADJOURNMENT

**** COMMISSIONER DESTRUGE MOVED TO ADJOURN.**

**** COMMISSIONER LANGLEY SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 4:13 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services