

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

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

REGULAR MEETING
June 16, 2020

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

STAFF: Fire Chief Gino Gatto; Deputy Fire Chief Michael McCallum,
Michelle DeLuca, Emergency Management

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 – May 19, 2020.

Pg. 4, under Fire Marshal's Report, paragraph 2, please change:
"Fire Marshal Sawyer said that there was a 90 extension"

to; "Fire Marshal Sawyer said that there was a 90 day extension"

**** COMMISSIONER BENTLEY MOVED TO ACCEPT THE MINUTES OF
MAY 19, 2020 AS CORRECTED.**

**** THE MOTION TO ACCEPT THE MINUTES OF MAY 19, 2020 AS
CORRECTED PASSED UNANIMOUSLY.**

ACTION ITEMS

There were no action items to consider at this time.

FIRE CHIEF REPORT.

a. Budget Report.

Chief Gatto said that the operating budget was at 85.7% during the month of May. He pointed out that many people had not been able to take vacations due to COVID-19 pandemic. This could potentially become a scheduling problem later in the year. Mayor Rilling said that he would check with Human Resources about how to handle this.

Chief Gatto thanked Mayor Rilling for restoring the Building Repairs budget.

ASSISTANT FIRE CHIEF'S REPORT

a. Operations Report.

Chief Gatto said that Assistant Fire Chief King was on vacation. Chief Gatto said that the number of calls had dropped from 19 calls a day to about 15 calls a day.

Chief Gatto then reviewed the Notable Incidents as contained in the May written report with the Commissioners.

FIRE MARSHAL'S REPORT

a. Summary of Activities.

b. Fire Reports.

c. Fire Marshal Fees.

Chief Gatto said that the Deputy Fire Marshal was supposed to present the report but was experiencing difficulties in joining the on-line meeting.

EMERGENCY MANAGEMENT.

Emergency Management Update.

Ms. DeLuca said that her department was busy responding to COVID-19. She said that she had worked with over 1,000 companies, houses of worship and other agencies to distribute masks and thermometers.

The upcoming focus will be on hydration and distributing water bottles. Hurricane season is coming. There needs to be some discussion about evacuations, recovery efforts and other operations in light of COVID pandemic restrictions.

FIRE MARSHAL'S REPORT CONT'D

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

The Deputy Fire Marshal presented the report. Mayor Rilling asked how the inspections were being done. The Deputy Fire Marshal said that they were up to 63 inspections this month and the number was increasing.

Mayor Rilling asked if the per diem inspectors were being used. Chief Gatto said that they currently were not being used at this time but both individuals wanted to come back to do inspections. Mayor Rilling suggested that they consider using the per diem inspectors. Chief Gatto pointed out that due to the COVID issues, some items like liquor license renewals have been delayed.

TRAINING REPORT.

Company Training Objectives

- a. Engine Company Operations**
- b. Pumping Operations/ Water Supply**
- c. Building Construction**
- d. Completion of Lieutenant's Test**

Deputy Chief McCallum presented his report.

Deputy Chief McCallum said that the last page of the electronic packet contained the test results. He said that each of the Commissioners needed to sign the document so that he could formally release the list. A discussion followed about the details.

LOCAL 830 REPORT.

There was no report at this time.

OLD BUSINESS

a. Update on Regional Entry Exam

Chief Gatto said that there were 538 applicants that took the exam. He said that he had received the finalized list earlier in the day and will be reviewing it soon. The August Fire Academy is still tentatively scheduled. He said that the Department has four vacancies, along with four long term injuries that have exceeded a year. Two of the long term injuries may not return to duty. Commissioner Destrugge suggested that they

consider recruiting four individuals from the test candidate list. Discussion followed about potential candidates that may have already received some training.

Commissioner Destruge asked about the potential timeline for recruiting the new candidates. Chief Gatto said that he would like to have a list of candidates by mid-July in order to be prepared for interviews.

Mayor Rilling asked if four seats had been reserved at the Fire Academy. Chief Gatto said that he would see that a reservation for four seats for Norwalk was submitted.

b. Update on Building Repairs

- **The Apparatus Maintenance Garage** – Engine 2 was moved to the apparatus maintenance garage during repairs, which worked out well. Now Station 1 has a truck based there.
- **Station 1** – Chief Gatto updated everyone on the status of work at Station 1.
- **Station Boiler Replacements** – Replacements should begin in late summer or early fall.
- **Station 5** - (Meadow Street) Kitchen and bunk room have been completed. .
- **100 Fairfield** - A report has come in stating the roof is leaking in two locations.

NEW BUSINESS.

There was no new business to consider at this time.

CORRESPONDENCE

Chief Gatto said that he had received an email from Ms. Carolyn Fuller from the Norwalk Federation of Education Personnel (NFEP) thanking them for the masks that were given out. The Commissioners thanked Ms. DeLuca for all her hard work.

PERSONNEL

a. Assistant Mechanic Position

Chief Gatto said the application period has closed. There were 13 applications, but only 3 applicants had the appropriate qualifications. There will be some interviews held soon

and hopefully there will be a new Assistant Mechanic selected soon. There are a number of certifications that the applicants must have.

Commissioner Destruge asked if this could be added to the agenda next month for an update. Chief Gatto made a note of it.

b. Discussion on New Hires

This was discussed earlier in the meeting. There were no additional comments at this time.

ADJOURNMENT

**** COMMISSIONER BENTLEY MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:35 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services