

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

MAYOR HARRY W. RILLING
COMMISSIONER IRENE DIXON
COMMISSIONER OSCAR DESTRUGE

FIRE COMMISSION
REGULAR MEETING
JUNE 16, 2015

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

OTHERS: Fire Chief Denis McCarthy; Assistant Chief Lawrence Reilly; Broderick Sawyer, Fire Marshal

CALL TO ORDER.

Mayor Rilling called the meeting to order at 3:07 p.m. A quorum was present.

ACCEPTANCE OF MINUTES.

Regular Meeting May 19, 2015

**** COMMISSIONER DIXON MOVED THE MINUTES OF THE REGULAR MEETING ON May 19, 2015.**

**** COMMISSIONER DESTRUGE SECONDED.**

The following corrections were noted.

Page 1, and following: Please correct the spelling of Commissioner Destruge's name from: "DeStruge" to "Destruge".

Page 1, **MOTION** on April 21, 2015 minutes: Please change the motion from:

- ** COMMISSIONER DESTRUGE MOVED THE MINUTES OF THE REGULAR MEETING ON APRIL 21, 2015.**
- ** COMMISSIONER DIXON SECONDED.**
- ** THE MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING ON FEBRUARY 17, 2015 AS SUBMITTED PASSED UNANIMOUSLY.**

TO:

- ** COMMISSIONER DESTRUGE MOVED THE MINUTES OF THE REGULAR MEETING ON APRIL 21, 2015.**
- ** COMMISSIONER DIXON SECONDED.**
- ** THE MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING ON APRIL 21, 2015 AS SUBMITTED PASSED UNANIMOUSLY.**

Page 2, Footer and following: Please change the date of the footer from April 21, 2015 to May 19, 2015.

**** THE MOTION TO ACCEPT THE MINUTES OF THE REGULAR MEETING ON MAY 19, 2015 AS CORRECTED PASSED UNANIMOUSLY.**

ACTION ITEMS.

There were no items to consider.

FIRE CHIEF REPORT.

Regarding last month's discussion, Chief McCarthy said that he had met with Mr. Ford regarding the Leadership program. Mr. Ford spent time with the Union Leadership, with Assistant Chief Reilly and Chief McCarthy and various other people. Commissioner Dixon was able to attend and observe. Mr. Ford is now working on creating a curriculum with an estimated cost. Mr. Ford is associated with the Fire Academy and this will allow the Department to take advantage of some of the classes for supervision.

Budget Report - Salaries and overtime are the critical areas. At the end of the year, they are combined to balance out. Currently, these two categories are in the black.

Firefighter Entry Level Testing - There have been two proposals received. Mr. Foley and Chief McCarthy will have telephone conference with the bidders on the 17th. He reviewed the details of the bids with the commissioners. Once more details have been reviewed, the item will be brought back to the Commissioners. The testing companies develop the tests on Norwalk's needs in terms of current employees such as EMT or EMRs or pump operators. The community will be involved in the discussions for the testing once the needs analysis is completed.

Fire Station Renovations - Chief McCarthy briefly reviewed the upcoming renovations at Meadow Street and New Canaan Avenue. The paving and drainage work has been completed at Meadow Street. Station Five has the asbestos removal completed and bids are being requested for the removal of the old equipment and installing of a new boiler and hot water heater. The removal of the underground storage tank at 100 Fairfield Avenue is scheduled for the near future.

Station 4 Study – Mr. Lo is working with the Fire Department for the bids on the Broad River Station.

ASSISTANCE CHIEF REPORT.

Operations Report - Assistant Chief Reilly reviewed the two incidents that happened last month and Fire Marshal Sawyer updated the Commissioners on the details of a recent fire in Rowayton.

Assistant Chief Reilly reviewed the details of Buildings renovations that Chief McCarthy had mentioned earlier. He also informed the Commissioners that iPads had been installed in all the front line apparatus. These provide information on locations of hydrants, building specs and other important details.

FIRE MARSHAL'S REPORT.

Summary of Activities -

Fire Report

Home Fire Preparedness Campaign - American Red Cross

Fire Marshal's Fees

Fire Marshal Sawyer said that it would be important to inspect the three family houses. He explained that he saw a two family that had four bedrooms in a basement with no egress and a refrigerator plugged into a bathroom with the door closed on the power cord. Mayor Rilling said that it would be good to have a presentation about what the various departments in Fire Department do to inform people.

Chief McCarthy said that there was one vacancy in the Fire Marshal's Office that will remain so until next July. Discussion followed about the details.

Fire Marshal Sawyer spoke about a recent club incident and pointed out that the club was shut down due to license violations. Mayor Rilling asked Chief McCarthy to speak to Chief Kulhawik about the issue. Fire Marshal Sawyer pointed out that if the clubs are over capacity, the Fire Department could either shut the business down or count out the number of patrons allowed to re-enter the building. Discussion followed.

Chief McCarthy said that Fire Marshal Hansen has pointed out that there needs to be areas of specialization in the department, such as code specialists and other areas, so that if one Marshal sees a violation, he can call another Marshal in who has more experience or knowledge in that specific area.

Ms. Pytleski recently applied for a grant involving smoke detectors and there has been a agreement with the Red Cross to install about five smoke detectors a week. Sometimes the Fire Marshals are able to do an inspection and help the homeowners with installations or battery changes.

Regarding the Fire Marshal's fees, Chief McCarthy said that the City was not set up to accept credit cards at the Fire Department. Mayor Rilling encouraged the department to work with Mr. Hamilton on this.

Fire Marshal Sawyer updated the Commissioners on the recent incidents involving Port-a-potties. The incidents are escalating in frequencies.

EMERGENCY MANAGEMENT.

Chief McCarthy said that Ms. DeLuca was at a training seminar in Columbine High School in Colorado.

TRAINING REPORT.

- a. NIMS 300/400 Train the Trainer scheduled for June 8-11 and hosted at NFD.
- b. Norwalk Community College Recruiting underway.
- c. Briggs High School Academy class great feedback coming in.
- d. Norwalk High School Career Day was held May 28, 2015.
- e. West Rocks Middle School Career Day was held on May 1, 2015.
- f. Brien McMahon High School Career Day was held June 2, 2015.
- g. Norwalk Police completed using our station for Annual Use of Force Baton Re-certification.

The Commissioners briefly reviewed the items listed on the training report.

UNION PRESIDENT REPORT.

There were no items to consider at this time.

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.

**a. Executive Session to discuss
1. Personnel matter.**

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

**** COMMISSIONER DESTRUGE SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners and Chief McCarthy entered into Executive Session at 4:00 p.m. They returned to Public Session at 4:45p.m.

ADJOURNMENT.

**** COMMISSIONER _____ MOVED TO ADJOURN.**

**** COMMISSIONER _____ SECONDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 4:46p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services