

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

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

REGULAR MEETING
June 15, 2021

This meeting was conducted by Zoom/Teleconference.

ATTENDANCE: Mayor Harry Rilling, Chair; Commissioner Oscar Destruge

STAFF: Fire Chief Gino Gatto; Assistant Chief Al Bassett, Assistant Chief Edward McCabe; Deputy Chief of Training Adam Markowitz; Fire Marshal Broderick Sawyer; Bill Ireland, Local 830

CALL TO ORDER

Mayor Rilling called the meeting to order at 3:00 p.m. A quorum was present. He stated that Commissioner Bentley was not able to attend the meeting.

ACCEPTANCE OF THE MINUTES

Regular Meeting – May 18 , 2021

**** COMMISSIONER DESTRUGE MOVED THE MINUTES OF MAY 18 , 2021.**

The following corrections were noted:

Page 2, under Fire Chief Report, paragraph 2, line 3, please change
“five fighters to New Have” to “five firefighters to New Haven”.

Pager 4, under Executive Session, please change “Christy Smith” to “Kristi Smith”

**** THE MOTION TO ACCEPT THE MINUTES OF THE MAY 18, 2021**

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 the overtime budget was being drawn down due to the vacancies. Chief Gatto requested the BET's approval to transfer funding from the salaries into overtime. He said that he expected to have a budget surplus at the end of the year because the department was currently under budget.

ASSISTANT FIRE CHIEF'S REPORT OF ADMINISTRATION

- **Staples High School Intern**
- **Database/Preplanning**
- **Technology Upgrades**
 - **iPads**
 - **Records Management**
 - **Communication**

Assistant Chief Bassett presented his report. The Staples intern finished up last week and completed his work on the database. This should be a step forward to migrating the data to a new software program.

The department is looking to hold a promotional ceremony in July.

Chief Gatto said that the intern was very well respected. He said that they had put off the promotion ceremony since January and he would like to hold it in City Hall after the 4th of July.

Mayor Rilling suggested writing a letter about the intern that could be placed in his school record.

ASSISTANT FIRE CHIEF OF OPERATIONS

- a. King Industries Meeting.**
 - **Update on Current Processing and Safety Procedures**

Asst. Chief McCabe presented his report. He said that the Department had been updating the list of items that King Industries are storing on site.

b. Ladder Company Interoperability and Training

Asst. Chief McCabe said that the training the crew that will operate the new ladder truck is underway.

c. Revision and Updating of Standard Operating Procedure

There will be more updates on the Standard Operating Procedures.

Asst. Chief McCabe reviewed the incident report with the Commissioners and noted that they had outpaced 2020, so it was a busy month. There were over 21 calls for service per day. There was one fatality, numerous rescues, and a marine rescue.

FIRE MARSHAL'S REPORT

a. Summary of Activities.

b. Fire Reports.

c. Fire Marshal Fees.

Fire Marshal Sawyer reported that in May, there were 203 inspections, 43 notifications, 51 plan reviews completed, 8 liquor license and 7 investigations. They collected \$3,720.

Mayor Rilling asked for an update on the department staffing. Fire Marshal Sawyer said that he had spoken with Assistant Chief Bassett about increasing efficiency.

EMERGENCY MANAGEMENT.

a. Emergency Management Update.

Chief Gatto said that Ms. DeLuca is attending a conference on hurricane preparedness in Louisiana.

He reported that on June 9th, there was a multi-agency tabletop exercise on hurricane preparedness. He reviewed the key points of the exercise with the Commissioners.

Chief Gatto update the Commissioner on the Youth Preparedness Program from the Red Cross which involves a pillow case go to bag for the older children and a penguin backpack program for the younger children,.

Chief Gatto gave a brief update on the perishable food boxes the State was delivering to Norwalk.

There was an excellent meeting with the Police Department and EMS regarding active threat guidelines document. They will work on a tabletop exercise with the Police Department officers first and later a larger on-site exercise at one of the schools.

An Open House is scheduled for September 26th. The Oyster Festival planning is underway. More details will follow.

TRAINING'S DIVISION REPORT.

- a. Truck 2 New Haven Funeral Coverage (See attached picture)**
- b. RIT Review**
- c. Continuation of Department Physicals**
- d. Safety Officer Class**
- e. Ground Ladder Training (See attached picture)**
- f. Stabilization Training (See attached picture)**

Deputy Chief Markowitz presented his report.

Deputy Chief Markowitz said that there was a building next to the DMV that was being demolished, so they were given permission to use the building for ventilation training.

Commissioner Destrugé asked how many fire fighters had been vaccinated. Deputy Chief Markowitz stated that he had not received any new vaccination card copies during the past month.

LOCAL 830 REPORT

Firefighter Ireland said that had raised about \$5,400 from the golf tournament which will be donated to the burn foundation that runs the burn camp.

He said that they just received an email saying the Norwalk High School Fire Department Scholarship and Brien McMahon Fire Department Scholarship were awarded during the Zoom events.

OLD BUSINESS

Update on Building Repairs.

• **Broad River –Station One** – Assistant Chief Bassett updated the Commissioners on status of the project, information for the legal issues with the previous contractor is still being gathered.

Assistant Chief Bassett said that he had checked the generator run time for the station if they lost power during a hurricane. They can run for 3-7 days and can be refilled with diesel fuel.

Assistant Chief Bassett said that they need to put an emergency buttons on every fire house so that if someone needs assistance, a firefighter can speak with them.

NEW BUSINESS.

There was no new business to consider at this time.

CORRESPONDENCE

Chief Gatto said that he had received a thank you from Bill Gardella on May 13th. Rex Marina rents boats on a seasonal basis. There have been two rescues of inexperienced boaters since May 13th

Firefighter Jason McNeil will be retiring on June 30th. Firefighter Bill Cramer is requesting full retirement from the DROP on June 28th. A third fire fighter who was out on FMLA and due to return to shift recently resign his position due to a family situation. The vacancy count will be 17 by the end of June.

Mayor Rilling requested that a letter be drafted to thank the two retiring firefighters.

PERSONNEL

a. Executive Session Update on Personnel.

Chief Gatto noted that the results from the testing had not been received, so there was no need for an Executive Session.

ADJOURNMENT

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

The meeting adjourned at 3:32 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services