

CITY OF NORWALK
FIRE DEPARTMENT



BOARD OF FIRE COMMISSIONERS

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

REGULAR MEETING
May 18, 2021

This meeting was conducted by Zoom/Teleconference.

ATTENDANCE: Mayor Harry Rilling, Chair; Commissioner Oscar Destruge
Commissioner Larry Bentley (3:06 p.m.)

STAFF: Fire Chief Gino Gatto; Assistant Chief Al Bassett; Assistant Chief
Edward McCabe; Deputy Chief of Training Adam Markowitz; Fire
Marshal Broderick Sawyer; Michelle DeLuca, Emergency
Management; Bill Ireland, Local 830; Ray Burney, Personnel
Director

CALL TO ORDER

Mayor Rilling called the meeting to order at 3:03 p.m. A quorum was present.

ACCEPTANCE OF THE MINUTES

Regular Meeting – April 20 , 2021

**** COMMISSIONER DESTRUGE MOVED THE MINUTES OF APRIL 20 , 2021.**

The following corrections were noted:

Page 3, under Emergency Management, paragraph 2, line 1: please change the following
from: “There will be a parking exercise on June 9th.” To: “There will be a tabletop
exercise on June 9th.”

Page 4, please change the following from:

City of Norwalk
Board of Fire Commissioners
Regular Meeting
May 18, 2021

“1. Golf Outing is going to be on June 7th at Oak Hills Park Golf Course”

to “1. Golf Outing is going to be on May 17th at Oak Hills Park Golf Course”

**** THE MOTION TO ACCEPT THE MINUTES OF THE APRIL 20, 2021
AS CORRECTED PASSED UNANIMOUSLY.**

ACTION ITEMS

There were no action items to consider at this time.

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

FIRE CHIEF REPORT.

a. Budget Report.

Chief Gatto said that there were two months left in the budget year. He reviewed the upcoming potential transfer of funds from salary to the overtime account followed. There are currently 12 vacancies and there will be three more retirements by the end of June. There are 12 more scheduled to leave by December of 2021.

Chief Gatto said that they had been contacted by the New Haven Fire Department regarding coverage for the upcoming funeral. Norwalk will be sending a ladder truck and five fighters to New Haven for coverage on the 20th.

ASSISTANT FIRE CHIEF'S REPORT OF ADMINISTRATION

a. OSHA Compliance Audit

- **Organization Statement**
- **Respiratory Protection plan**

Asst. Chief Bassett said that they were working on OSHA compliance review. There will be some discussions in the future with Mr. Burney about medical records.

b. Staples High School Intern

- **Assist with Cleaning-up the Database**

Asst. Chief Bassett gave a brief overview of what the intern will be doing.

ASSISTANT FIRE CHIEF OF OPERATIONS

a. Entry Level Firefighter Test

1. **Recruitment Efforts Online and Locally Have Been Successful. We**

received 1,220 Applications with Approximately 37% Diversity.
155 Norwalk Residents Have Applied.

2. Working with Personnel from Morris & McDaniel, Firefighter App, and Brien McMahon High School to Coordinate Testing Dates and Times.

b. Firefighter Mental Health and Wellness

c. Updating and Modification of Standard Operating Procedures

Asst. Chief McCabe presented his report. He said that they were encouraging everyone to do some mental health self checks and making everyone aware of the resources available.

FIRE MARSHAL'S REPORT

a. Summary of Activities.

b. Fire Reports.

c. Fire Marshal Fees.

Fire Marshal Sawyer reported that in April there 184 inspections were performed, 89 notifications were sent out, 49 plan reviews were completed, and 5 liquor license inspections done. This resulted in \$3,125.00 in fees. In addition, there were six fires and one code issue.

EMERGENCY MANAGEMENT.

a. Emergency Management Update.

Ms. DeLuca said that the mass vaccination unit came to town and located themselves in the Webster lot. They will be back on June 4th and 5th to administer the second shot. There were just over 500 shots administered.

The tabletop exercise will be on June 9th. This will be a hybrid meeting of both in person and Zoom.

The Red Cross pillow case and penguin project continues.

Commissioner DeStruge asked if there would be walk up vaccinations available. Ms. DeLuca said that they prefer appointments, but do provide vaccinates for walk ups.

Mayor Rilling asked if there was any change in the number of fire fighters who were vaccinated. Deputy Chief Markowitz said that there was no significant changes.

TRAINING'S DIVISION REPORT.

- a. S5” Hose Testing**
- b. Tree on Car Training (See attached picture)**
- c. Continuation of Department Physicals**
- d. Multi Company Simulated Fire Drills (See attached picture)**
- e. Forcible Entry/Metal Cutting Class (See attached pictures)**
- f. Training Grounds Arranged for Future Scenarios (See attached pictures)**

Deputy Chief Markowitz presented his report. The entire department went through the forcible entry. The tree on car training was focused on the rescue companies to refresh their equipment operations.

LOCAL 830 REPORT

Ireland said that they were still processing the results of the golf tournament.

OLD BUSINESS

Update on Building Repairs.

• **Broad River –Station One** – Still on going. AB updated the Commissioners on status of the project, moving forward with repairs and the legal issues with the previous contractor. The new doors went in and the firefighters like them.

NEW BUSINESS.

There was no new business to consider at this time.

CORRESPONDENCE

There was no correspondence to discuss at this time.

PERSONNEL

a. Executive Session Update on Personnel.

**** COMMISSIONER BENTLEY MOVED TO ENTER INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL MATTERS.**

**** THE MOTION PASSED UNANIMOUSLY.**

The Commissioners, Mr. Burney, Chief Gatto Assistant Chief Al Bassett, Deputy Chief Markowitz, Local 830 President Ireland and Christy Smith entered into Executive Session to discuss Personnel matters at 3:33 p.m. They returned to Public Session at 4:21 p.m.

No actions or motions were made during the Executive Session.

ADJOURNMENT

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 4:23 p.m.

Respectfully submitted,

S. L. Soltes

Telesco Secretarial Services