

**CITY OF NORWALK
BOARD OF FIRE COMMISSIONERS
REGULAR MEETING
May 15, 2018**

ATTENDANCE: Mayor Harry Rilling; Commissioner Oscar Destruge

STAFF: Fire Chief Gino Gatto; Assistant Chief Chris King; Fire Marshal Broderick Sawyer; Michele DeLuca, Office of Emergency Management

1. CALL TO ORDER

Mayor Rilling called the meeting to order at 3:00PM and a quorum was present.

2. ACCEPTANCE OF THE MINUTES

- a. Regular Meeting April 17, 2018.

On page 4, Item c, line 2 delete " is"

On page 4, Item 7a. change "2108" to "2018"

**** COMMISSIONER DESTRUGE MOVED TO APPROVE THE MINUTES AS AMENDED.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. ACTION ITEMS

There were no action items discussed.

4. FIRE CHIEF'S REPORT

a. Budget Report

Chief Gatto reported on the highlights of the budget and said the overall total spent as of May 2, 2018 is 85.8% and he projects to end the year with the budget being 97% spent.

5. ASSISTANT CHIEF'S REPORT

a. Operations Report

Assistant Chief King reported and said that there were 560 calls for the month of April at an average of 18.6 calls per day, and that 2318 calls have been received year to date at an average of 19.31 per day. The breakdown of calls for the month of April were as follows:

- 33 fire
- 342 EMS
- 38 Gas leaks/ spills
- 99 Alarm Activation
- 21 Good Intent
- 27 Public Assist

Assistant Chief King reported on the notable incidents for April as follows:

- On April 1, 2018, there was a kitchen fire at 5 Prowitt Street and there was a roll of paper towel that was smoldering on the counter, which we placed in the sink to extinguish.
- On April 2, 2018, there was an EMS call at 146 Silvermine Avenue, and found that the patient had no pulse and was unconscious, Engine 2 took over CPR and hooked up the AED which led to a slight pulse and agonal breaths. Engine 2 assisted with packaging the patient and assisted EMS to the hospital.
- On April 2, 2018 there was a kitchen fire at 31 Aiken Street and that cooking oil caught fire prior to the tenant placing food in the frying pan. There was fire damage to the stove, hood and wiring and cabinets and smoke damage was
- On April, 2, 2018, there was a kitchen at 27 Styles Lane and that damage from the fire was noticed to the stovetop, cabinets and microwave.

- On April 16, 2018, there was a water rescue at South Main and Meadow Street and found that two cars stalled in the water during the heavy rain event.
- On April 17, 2018, there was a motor vehicle accident at 1Muller Avenue with live wires, and engine one had requested priority one response from Eversource and that the DEEP was contacted to respond to the oil spill.
- On April 25, 2018 there was an awning fire at 307 Connecticut Avenue and it appeared that there was some sort of an electrical problem with the light, which caused the cover over it to burn.
- On April 26, 2018 there was an EMS call for 4 Heather Lane for an overdose and that NarCan was administered and the patient responded within 10 seconds of receiving it.
- On April 30, 2018 there was a motor vehicle vs. motor cycle accident on the Route 7 connector and that no extrication was needed and that Engine 1 personnel assisted Norwalk EMS with the driver of the motorcycle and accompanied them to the Norwalk Hospital.

Chief Gatto said that kitchens are the number one places in the home where fires start. Fire Marshal Sawyer said that he is talking with the Director of the Norwalk Housing Authority regarding establishing a training program for residents for awareness. Mayor Rilling asked if the Fire Marshal's office would be able to provide the training for them. Fire Marshal Sawyer "yes".

6. FIRE MARSHAL'S REPORT

a. Summary of Activities

Fire Marshal Sawyer reported and stated that for the month of April there were 246 total inspections, 118 notices of violations letters sent out, 19 plan reviews, 28 public events and 20 fire investigations. He said that there were 80 residential inspections done for a total of 358.25 staff hours.

Fire Marshal Sawyer said that 28 public events is not the number that we educate publically, and it includes consultations and that is part of our public education. Mayor Rilling suggested contacting the media and doing a press release regarding the public education that they do. Fire Marshal Sawyer said that he will be doing a multi-family home inspection at 4 ½ Laura Street and that The Hour will be there and they will be doing an article over the weekend. Mayor Rilling asked Fire Marshal Sawyer if there are any common violations that he sees. Fire Marshal Sawyer said “yes” illegal dwelling units and hoarding. Mayor Rilling recommended that when Fire Marshal Sawyer meets with The Hour to also talk explain the process.

Mayor Rilling asked if they are still using the per-diem inspectors. Fire Marshal Sawyer said “yes” and they have sent out 118 notification letters for multi-family dwellings. Assistant Chief King said that along with the inspections we are also updating the pre-planning in Firehouse Software and all the divisions are working together towards that.

b. Fire Reports

There was no discussion.

c. Fire Marshal Fees

Fire Marshal Sawyer stated that \$1,000 in Fire Marshal fees were collected for the month of April for plan reviews.

7. EMERGENCY MANAGEMENT

a. Emergency Management Update

Ms. DeLuca reported and said that the Emergency Preparedness Performance Annual Program will be held on June 16, 2018, and it will be held at the Emergency Operations Center.

Ms. Deluca discussed the option of letting the Warnable alert system contract expire and using the additional funds for the e-mail notifications for employees. She said rather than getting a push notification they will need to check their e-mail and while it may not be well received it is only used a few times a year and it's a good savings.

Ms. Deluca discussed the current permit process and said that she is working on getting it more streamlined especially on the public safety side. She said that a

spreadsheet has been created which should be updated each time a permit is issued so that we will know when special events are taking place.

Ms. Deluca reported on summer safety and said she is working with the Police Department, Fire Department Health Department and possibly EMS to do a summer safety push specifically geared for seniors. Mayor Rilling asked about the possible implementing the "Are you Ok" program and requested that Ms. Deluca check with other departments of cities similar in size to Norwalk to see what problems they have and report back at the next meeting.

Commissioner Destruge asked how the Stop the Bleed Program went. Ms. Deluca said that it went well and it was well received by both the participants and the First Responders who taught it. She said she is hoping to schedule something similar with the city employees and also offer it again this spring.

8. TRAINING DIVISION REPORT

a. Company Training Objectives

- Search (Vent Enter Isolate Search)
- Pump Operator Refresher

b. Department Training

- Acquired Structure-A Thank You Letter was sent to FD Rich for the Use of the Water Street Building Slated for Demolition.

Chief Gatto said that 121 Water Street was given to them by FD Rich to conduct multi-company training for two weeks and was very well received.

- 6 Members completed from EMR to EMT class. Certifications are pending.

c. Attended Career Events at both High Schools

- Thank you Firefighter Catherine Macari who assisted with The Woman Career Event.

Chief Gatto said that Deputy Chief Bassett attended the career events at both of the high schools, and gave a special thank you to Firefighter Catherine Macari for attending the women career event.

d. Public Safety Cadets

- Pumping

Chief Gatto said that the cadets have one more month and then they will be off for the summer and will return in September. Mayor Rilling said that the cadet program is a great program and that it is nice to see young people being groomed who may be interested in serving their communities. Commissioner Destuge asked if the possibility of Fire Inspectors is also talked about with the cadets which are so important for the safety of our city. Assistant Chief King said that is something they can look into doing when the program starts up again in September. Assistant Chief King also said that Deputy Chief Bassett is doing a program at Roton School and it has been well received by the students.

9. LOCAL 830 REPORT

There were no items.

10. OLD BUSINESS

a. Fire Station Update on Projects

Chief Gatto read the report that was provided by Captain Hines as follows:

Station #1- 90 New Canaan Avenue

We have gotten quotes for new ductless AC units for the first floor and the second floor areas of the station. We will be moving to have this new work done ASAP. Then we will add new ceiling tiles and lights and painting to freshen up the station. The work is all going to start in June. We have received the proposal from the mechanical and electrical engineers for the upgrades that we need. We had an interview with an engineering firm to assist in wirings the specifications, scope of work and bid package for the boiler and electrical upgrades. We are asking the HVAC engineer to update his quote because we have changed the scope of work. This work will be in conjunction with Station #4 so that we can save money with the scope of work being the same and the order of magnitude.

Station #2- 121 Connecticut Avenue

We had a high clean and window cleaning done this month.

Station #3- 56 Van Zant Street

We have worked with a structural engineer on creating a report for the condition of the Apparatus floor. The report suggests that we stabilize the floor and we are working on a temporary fix at this time. We are getting a quote for the Engineers to make the repairs. At this time we will present them to the Third Taxing District Commissioners.

Station #4- 180 Westport Avenue

We will get pricing for the same AC system that we will be using at Station #1. I am having the Engineer receive his submission for the scope of his work that we will have done at Station #4. At that time we will start the process of our renovation work. We had the asbestos in the boiler room removed last month.

Station #5- 23 Meadow Street

We are almost finished with the schedule work. The tile work will start next week and I am looking into redesigning the crew bathroom to be more gender neutral.

Apparatus Maintenance Facility- 100 Fairfield Avenue

We are waiting for the Young Developers to finish the roofing project at City Hall and at that time will start the roofing project at the Apparatus Maintenance Facility. The radio club has removed their extra antennas off of the roof.

11. NEW BUSINESS

No items were brought forward.

12. CORRESPONDENCE

- a. Thank you Letter

Chief Gatto said that a four year old child was sending a message to someone in heaven in a balloon and the balloon had gotten stuck in the tree and the truck company was sent out and they released the balloon. Assistant Chief King said that she had taken a video and posted it the Facebook and it was seen by a lot of people and she had praised the firefighters who helped. He said the same person had tipped over in a kayak in Long Island Sound and she had thanked the firefighters of Station #3 for responding by sending them a dinner.

Chief Gatto said that they have also received a thank you letter from Red Cross for the combined efforts to install smoke alarms, and that he pointed out that on September 13, 2016 the smoke alarms were installed at 259 Flax Hill Road and almost a year later they had a fire at 1:30AM and they were alerted by the smoke detectors that were installed and had gotten out of the house safely.

Chief Gatto said that he had sent a thank you letter to FD Rich for providing them with the building for training.

13. PERSONNEL

There are no items.

14. ADJOURNMENT

**** COMMISSIONER DESTRUCE MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 3:35PM.

Respectfully submitted,

Dilene Byrd
Telesco Secretarial Services