

## MINUTES OF THE 818<sup>th</sup> CORPORATION MEETING, April 11, 2011

President Gugliotti called the meeting to order at 1930 hours.

The Pledge of Allegiance was recited.

With the donations received in memory of Silvio Brighenti the department purchased a Thermal Imaging Camera. John Brighenti, Silvio's eldest son, came to the meeting and was shown the camera by Retired Chief DiPace. Chief DiPace thanked the Brighenti family for designating the department as recipients of memorial donations. John Brighenti told the membership that his father was very proud to have been a member of the department. He also thanked the membership for remembering his father this way.

Captain Kunzelmann asked Tyler English to do a presentation about his fitness program to the membership. Tyler is willing to do a month free which would be 1 or 2 sessions a week for any members that would be interested in his program. Once the month was done and if the members were interested in continuing with this program the Board would look into price and if it could be done.

**Roll Call** – Present: 69, Excused: 26, Absent: 23.

Minutes of the 817<sup>th</sup> Corporation Meeting were accepted on a motion from Jack McGuire and seconded by Joe Speich

### **Correspondence – Secretary Jean Barton**

- Donations received this month from:
  - United Way
- Received an invitation for the Tunxis Parade on July 9<sup>th</sup> which the department will do.
- Received information about a golf tournament that FAVR is sponsoring. If anyone is interested it will be posted on the bulletin board at Co. 1.

### **April 7<sup>th</sup> Board Meeting Highlights – President Gugliotti**

- Personnel
  - Until the change in the voting in process occurs, we will be giving the oath of office to each new member at the 1<sup>st</sup> meeting they are present after being voted into the dept.
- AOGs
  - AOG AA-9 Oaths of Office changed SOG's to Operations Manual in both of the oaths.
  - AOG JD-2 Chief's Job Description page 5, Section 5 a5 deleted.
  - AOG JD-4 Associate Members - deleted from AOG.
- Old Business
  - Department's response to the Discrimination Complaint filed by FF Farrell has been submitted to the CHRO (Commission on Human Rights and Opportunities)
- New Business
  - Working on updating our listing on the Secretary of State's website – corrections only
  - We are going to be looking more closely at the cost of basement pump outs in order to use this information for both marketing and fundraising efforts – general consensus is that this is still a service we should offer (any comments on this should be brought to your board members).

- There has been some confusion on who should be speaking with members of the public and/or the press at FD scenes and events – as a reminder - either the President or Chief Trick are the main PIO contacts (refer any inquiries to them or the commanding officer on scene) and all materials to be published should go through Laura Ward when possible.
- Recommendation is being made to the town to carpet the main meeting room at Co3
- Town & CL&P conducted an energy audit of the dept. buildings and some lighting changes may be made to reduce our carbon footprint and save money in the long run.
- Neighborhood Assistance Grant – Fire Truck, department responsibility to solicit donations.
- Strategic Goals
  - Strategic Planning meeting – set long term & short term goals for the department, look for these in email form shortly
    - Greg Garger will be working to keep the town engaged in AVFD issues
    - Ken Sedlak will be the BOD liaison in the AOGs to Operations Manual transition process
    - Lynn Sedlak is the new lead on updating the Board of Directors Job Description
  - Greg Garger and Ken Sedlak will be the leads for reviewing and updating the Chief's selection process
  - Jim Speich will be the lead on the Planning Committee, determining the long term facility needs & plans of the department
  - Ken Sedlak & Melissa Gugliotti will be the lead on developing and administering the Chief's annual performance evaluation
  - Rob Shillington is the lead on reviewing and updating our policies in regards to the explorer program.

#### **Treasurer's Report – Sue Jansen**

- There were no questions about the Budget report or the Corporate Report. Sue did tell the membership that all future reports would be reports out of QuickBooks and would look different. She is interested in any feedback on the new looks.

#### **Town Representative-Dave Bourgard**

- Company 1:
  - Number of work orders in the system to be completed.
  - Work order is in for a drain in the kitchen area, because of the work to be done this will not be done for a while.
  - Cleaning crew is not doing a good job at all the stations.
  - The venting system for the trucks should be installed before summer
- Company 2:
  - No outstanding work orders at this time.
- Company 3:
  - Received a bid for painting the kitchen and meeting room ceilings. The painting is on hold until a decision has been made about having CL&P install new Green lighting in all stations.
  - The town will be moving the walkway from the north parking lot toward the road to get it out from under the roof.

- Company 4:
  - The lighting in the bay area has been fixed so it will come on when you walk into the area from outside or the basement area. The lights will also come on when you open the bay doors.
  - The walk outside the south entry to the bays will be replaced.
  - The town will dig around the founding wall to locate the leak into the kitchen area.
- Mack Garage:
  - The LP gas heater has used a lot of gas from Jan. 1<sup>st</sup> till now. I turned it off on 4-6-11 the tank was down under 40% at that time. If we are going to keep the gas on next winter we must seal up some of the windows and do something with the bay door. Insulation should be put on the hatch door into the attic area.
  - Bruce Williams and I went over the CL&P reports on the 4 Stations and we both feel that the payback on Co. #2 & 4 is so long the town will do the relighting on the 2 stations. Bruce is going to get CL&P to redo the Co. 1 report because they have the office & HQ area in the bid. That was done by the town last year. CL&P will be looking at the outside lights on both stations. These were not in the original bid. The Chief is going along with our recommendation to do Co 1 and 3 at this time.

#### **Chief's Report – Captain Kunzelmann for Chief Trick**

- Planning and Zoning approved a new water main on Huckleberry Hill Rd. from the town line to Deer Run. At the same time the water company will put a hydrant at Company 4 for the departments use.
- Old blockbuster store will be a Walk-In health care facility.
- Self-storage is expanding.
- New gear-if you have received new gear with a Class 2 harness use it. If you don't know who to use it you can go to YouTube and watch the video. If you have old gear that you are no longer using please bring it to HQ so that Myra can put them back in use.
- Budget Hearing-It looks positive for a new truck.
- Information for members interested in becoming Lieutenants will be sent out by email soon.
- Trucks-E-11 still out for pump testing, L-12 still needs some repairs done.
- Blood drive will be April 22 11:00-5:30 at Co. 1
- Joe Kuzma is now the Director of HQ.

#### **Training Officer-Captain Chris Kunzelmann**

- CPR classes are done. Thank you to Captain Speich and Brian Little for setting this program up with the UCONN fire dept. There will be a makeup session only if there are enough people that did not take the classes. The department saved money having UCONN do the classes.
- Please check emails for any training that is coming up.
- The new Thermal Imaging camera will be put into E-14. The information booklet will be on the server in PDF form. There is also a DVD and all stations will have training with this camera.

MDT's will be in E-9, Rescue 8, E-14, E10 and E-7 trucks this week. Tom Kline explained the system to the membership.

#### **Committee Reports**

- **Recruitment & Retention-Ken Sedlak**
  - Meeting will be held April 27 at Co. 1

- **Outreach Committee – Dennis Bianchi**
  - Citizens' Fire Academy-Instructors needed for April 27 Co. 3 station tour, May 18 Co. 4 smoke filled bldg., Rescue 8, Types of Rescues, Training and Station tour. Barry Wolmetz will be in charge of the Mock MVA on April 21 which will run from 8:00 am until 11:30 am
- **Parades**-Jean Barton made a motion to hire the CT Pipers & Drums for the Tunxis Parade for \$1,000. This was second by Rick Solari-Motion approved
- **Good & Welfare**
  - Jon Widing informed the members that Marge Wills was not doing well.
  - Kristen and Sean Shaw had a baby boy named Dillon Robert.

**No Old or New Business to discuss**

**Pot O' Gold**-Jo Ann Campbell \$20.00

**Attendance**-Mike Galliher \$10.00

**Chile's Gift Card**-Mel Gugliotti

Meeting Adjourned at 2030 (GB)