

MINUTES OF THE 821st BOARD OF DIRECTORS MEETING, August 4, 2011

President called the meeting to order at 1900 hours.

Present were: J. Boullie, D. Bourgard, M. Gugliotti, S. Jansen, K. Sedlak, G. Garger, and H. Reeser.
Excused: J. Barton, L. Sedlak, R. Shillington, and M. Trick.

Other Members Present: T. Post.

Minutes of the 820th Board Meeting were approved, on a motion from J. Boullie and second by H. Reeser.

Communications:

- Explorer Advisor Tom Post addressed the Board with a situation that occurred last month. Advisor Post stated that the Connecticut Fire Academy allotted us 2 slots to the Introduction to the Fire Service Camp this summer. Three of our explorers signed up to attend, but unfortunately, due to limited slots, two were approved and one was denied attendance. Advisor Post informed the Board that on Graduation Day he learned for the first time that one explorer never attended the camp. Neither the explorer nor his family notified the Connecticut Fire Academy or Advisor Post that he would not be attending. This has negative reflection on us 1) with the Connecticut Fire Academy who generously allocates 2 slots for us, 2) to the third AVFD explorer who was denied attendance, and 3) to the 9 explorers on the statewide waiting list, one of whom could have attended. Additionally, the department lost the \$700 paid to enroll this explorer in the camp. After discussions with other Explorer Advisors and some officers, Advisor Post decided to take a more positive action. No discipline action will be taken, however he will request this explorer to write a letter of apology to the third AVFD explorer who was denied enrollment, and to Bill Trisler, at the CT Fire Academy, who runs this camp. Also, this explorer is now on "Pay up front Status", meaning any costs to attend training events must be paid up front by this individual. Upon receiving a certificate of completion, the department will fully reimburse this explorer.

Correspondence: K. Sedlak

- Thank you from Penny Woodford for our memorial donation to the Social Services department in memory of her husband, Joe Woodford.
- Donations received from :
 - The 2010 United Way Community Campaign, \$246.61.
 - Dennis Repogle & Maureen Hesney – "Thanks for all you do".
 - Barbara & Otto Ruppert in memory of Marge Wills & Joseph Woodford.
 - Old Avon Village Associates – could be for our participation in the recent Teddy Bears for Tears event.

Personnel Services: (None)

Treasurer's Report: Treasurer Sue Jansen

- Budget Account – not much left of FY1011. There may not be anything left to give back to the town. Funds to encumber for FY1011 have been determined.
- Corporate Account – year to date income is approximately \$13,000. We have been the grateful recipient of many memorial donations this year. Most of this money is allocated to specific items.

Secretary's Report:

President Gugliotti questioned who should email death notices to the department. It should be the Chief or his designee. She will speak to the Chief about this.

Committees:

- Annual Dinner – Harvey Reeser obtain pricing from Tower Ridge Country Club in Simsbury that is lower than the Farmington Club. In Jean Barton's absence, President Gugliotti asked Harvey to pass this information along to Jean and for Jean to let the Board know what direction she is taking for the Annual Dinner.
- Recruitment & Retention – the committee will produce a 2012 calendar. The estimated cost, to be paid out of encumbered funds, is \$2.50 each. The plan is to print 1,000 and have them available for Avon Day. Calendars will be handed out for free; however donations will be solicited to help offset the cost.

Town Representative: Dave Bourgard

- \$16,600 Encumbered for:
 - Company 1 - ceiling
 - Company 2 – material to paint the bay area
 - Company 3 – paint the ceiling and install carpet
- Company 1 - the Town could start on the ceiling next week, if it rains.
- Company 2 - if the members still want to paint the bays, they will need to give Dave Bourgard a timeline. Otherwise the money allocated, will go toward another project.
- Company 3 – the contract has been signed with CL&P. When CL&P is finished with the lights, then the ceiling can be painted and the carpet installed.
- Company 4 – the town hired a contractor who ran a camera through the lines in and around the building. Everything appears to be flowing except for the footing drains. The town is now re-evaluating what to do next and may consider digging up parts of the floor.

Chief's Report: President Gugliotti for Chief Trick

- Emergency Vehicle Operations (EVO) Training starts Monday, August 8th and run for 3 weeks.
- FY1011 Budget is now closed.
- A list of who is responsible for budget line items and who is authorized to review and approve payment is developed and distributed to the appropriate people.
- The first portion of the truck allocation of \$200,000 is approved. Assistant Chief Bruce Appell will give the Truck Committee the approval to go ahead.
- The new officer structure is in place and the Chief is asking everyone for their help and to provide feedback/suggestions to make it work. The old way did not fail; we just did not have the people to make it work. Moving ahead we will continue to train and mentor the officers.
- Deercliff Water Supply – the Chief plans to meet with the Director of Public Works on Friday.

Old Business:

- Eagle Scout Project – town has approved and waiting for approval from the Boy Scout Council.
- Social Media Policy – the draft was distributed to the Board Members. President Gugliotti instructed the Board that the intent of this policy is to give some direction to the department on what is appropriate and not appropriate regarding our activities, on our equipment, and or at our stations. We cannot restrict what they say. The town attorney will review the Board's final draft.
- Courtney Sinder Memorial Donations – \$4,300 received to date. The decision on what to use these funds for will be tabled until next month. President Gugliotti will ask the Chief to elaborate on the need for a Blood Oxygen Monitor.
- Website – Laura Ward would like to take over our website; make it more user friendly, allow for blogging, link it to our social media (Facebook), etc. She would do this at no extra cost to us. The Board is interested in exploring and wants Laura to develop a demo for the Board to review.
- Michael Farrell – nothing to report.

- Liability Insurance Update – Chris Wardrop, our insurance representative, confirmed that any ‘non-member’, i.e. spouses, children, would be covered by our insurance as long as they were participating in and if a claim was submitted it was recorded as an AVFD sanctioned activity and done under the direction of a Board and/or Line Officer.

New Business:

- AOG EX-4 - Points Reimbursement:
 - Lieutenants - this AOG awards bonus points of different amounts to first and second lieutenants. The first and second lieutenant designations were eliminated this past year and all lieutenants have the same classification. The Board will defer to the Chief for the bonus points he wants awarded to all lieutenants.
 - Cheer & Welfare – Marion Ryan is not a member therefore she cannot be awarded points. However, she can submit for mileage reimbursement.
 - The Board requested the Individual Points Reimbursement Statements be distributed at the September Monthly Meeting since there will be no October Meeting this year.
- AA1 – Application Procedures and Probationary Regulations:
 - The draft was reviewed and changes noted. Questions regarding criteria and standards for background checks were discussed. The Board agrees that the department’s policy should follow the town’s policies. President Gugliotti will pursue this with the town.
- AOG AA-12 – Substance Abuse – After much discussion on a motion from H. Reeser second by J. Boullie, the Board voted to leave this AOG as is. It was noted that members should be aware and make responsible judgment calls on how they represent the department at public events. Messrs: H. Reeser, J. Boullie, D. Bourgard, and G. Garger voted in favor. K. Sedlak and S. Jansen abstained.
- AWD – Service Awards & Service Stripes – Meghan Bond has developed a list of this year’s awards for the Board to review. The opinion of the Board is the line should approve this list. K. Sedlak will work with Meghan Bond.
- Board Elections – applications are due 9/14/11, the slate will be presented to the members in October and the vote will take place in November.
- Generator for Truck 16 – on a motion from K. Sedlak second by S. Jansen, the Board approved the purchase, with the Chief’s approval, of the generator for Truck 16, with proceeds from the raffle. H. Reeser abstained.

Motion to adjourn was made by K. Sedlak and second H. Reeser.

Meeting was adjourned at 2127.

(JR)