

MINUTES OF THE 814th BOARD OF DIRECTORS MEETING, January 6, 2011

President Gugliotti called the meeting to order at 1900 hours.

Present were: J. Barton, J. Boullie, D. Bourgard, Mel Gugliotti, S. Jansen, K. Sedlak, L. Sedlak, R. Shillington and Chief Trick. Excused: B. Desmond, G. Garger. Other Members Present: A. Corrado, M. Farrell and J. Kuzma

Minutes of the 813th Board Meeting were approved on a motion from S. Jansen and second by K. Sedlak.

Communications:

- Joe Kuzma requested to address the Board about a wellness program for the members, but before the Board meeting he found out A. Corrado had checked on a program. President Gugliotti suggested that if Joe wanted to take this up as a committee he should make a plan and present it to the Board. Joe then addressed the Board about going after grants. Some grants ask for a match of 5% so he asked the Board to take this into consideration and President Gugliotti said this would be taken up under New Business on the Agenda. He then told the Board that there were some community outreach projects the committee would like to do. President Gugliotti told him to bring this information to R. Shillington and he would then bring it to the Board.
- Mike Farrell requested to address the Board in regards to his suspension and the whole process. He is requesting a right to appeal the Disciplinary Review Committee's findings relative to the Sexual Harassment issue after receiving FOI documents on this subject. President Gugliotti told Mike that the Board would take it up in Executive Session at the end of the meeting. Mike asked if he should put a formal request in writing and President Gugliotti told him that would be best.

Correspondence:

- Thank you notes received from:
 - The Kids for Kids for the department's donation to their organization in memory of Silvio Brighenti.
 - The Brighenti family for the department's donation to Kids for Kids in Silvio Brighenti's memory.
 - The Brighenti family to Chief DiPace to thank him and the department for the assistance at the funeral home and the church.
- Donations received:
 - Mr. & Mrs. Brennwald
 - Harold Shapiro
 - Laurinda Lee
 - Donald Soucier & Deborah Presnick
 - Aetna match of R. Woodfod's donation
 - Kathie & Linda Freeman
 - Gilbert & Marianne Patterson
 - Michael Alessio & Lisa Sachadler-Alessio
 - George & Lauri Varga
 - United Way Donations:
 - Mr. & Mrs. Lofredo
 - Mr. & Mrs. Srickler
 - Keith Chambers
 - Andrea Stalf
 - Mr. & Mrs. Steven Wolfberg

Personnel Services:

- New Member - Alex Battaglino
- Robert Theriault from Regular Member to Active Veteran was approved on a motion by R. Shillington and second by K. Sedlak.
- Open Board Seat. Steve Johnson and Harvey Reeser put in their resumes. They are the only names that will be on the ballot.
- External Board opening – With a motion from K. Sedlak and second by R. Shillington it was approved to ask Greg Garger to stay on for another year. President Gugliotti will check with him to see if he is still interested.

Treasurer's Report: Treasurer Sue Jansen

- Corporate:
 - S. Jansen told the Board that the Corporation account will be in QuickBooks soon.

Chief Trick wanted to discuss the Encumbered Funds set aside for the cage to be installed in the MH Rhodes building. The Chief had a meeting with Alex Trujillo from the Public Works Dept. and because of no money to put into the building the town will not be putting the alarm system back on line. The Chief has limited access with the key control system to Captains and above, Alex is going to send the Chief the list of the members on the Muster Truck team and the Chief will check the names and the Chief is pretty sure some of the names on that list are probably not members anymore. The Chief feels that there is no need for those funds for the cage right now. The Chief suggested that he be allowed to use that money to get furniture for his office. Sue Jansen will talk to Bud about the procedure to have these funds allocated from the cage to furniture for the Chief's office. The Chief would also like to work with Sue Jansen and Grace Bianchi to get the encumbered list down. On a motion from R. Shillington and seconded by J. Barton it was approved to use the \$2,000 from the Encumbered Funds for the cage at MH Rhodes building to purchase the furniture for the Chief's office if the Town Manager agreed.

Secretary's Report - Jean Barton

- Jean will email all the AOG's that will be going to the line.

Committee Executive –Rob Shillington

- Received a call and an email before Board meeting from a member who has an Explorer. The member did bring it to an officer and was told to bring any concerns to the Board since they oversee the Explorers. This member was concerned about drills and cancellations of drills. From the end of October until current there has been only one drill. Rob will talk to Tom Post about this member's concerns and report back to the Board.
- Retirement party for Chief DiPace – Ticket sales are going well. Jean met with the person from the Farmington Club everything is moving along

Chief's Retirement Gift – Ken Sedlak

- Looked into a golf membership at Farmington Woods. The best price was for a year to golf after 2 p.m. which would cost around \$2,125. On a motion from Lynn Sedlak to approve up to \$2,500.00 for a golf membership gift and seconded by Jean Barton it was approved to pursue the golf membership at Farmington Woods.

Town Representative - Dave Bourgard

- Company 1:
 - Pretty sure the water problem from the roof unit is solved.
 - Will be putting a work order in for cleaning of carpet and furniture in TV room.

- Motor for door to T-16 was replaced today. The 2 panels for the broken door will not be in until Jan. 17.
- Company 2 – Meeting with contractors to do the windows and the downstairs bathroom.
- Company 3:
 - Replacing ceiling tiles in downstairs rooms.
 - Once the painting is done then the carpet and furniture will be cleaned.
- Company 4 –The Public Works dept. knows about the lighting problem. They were waiting to see if they were going to hire a person to work for them that is an electrician before going outside to get one. They will take care of the problem as soon as they can. They know that it is not a good situation.
- Mack Truck Garage – There is no gas in the tank and the thermostat is not wired correctly. Aero All Gas will be coming out next Tuesday, Jan. 11, 2011 to check the tank and system to make sure it is safe to use and also to replace the thermostat.
- R. Shillington brought some issues to the Board meeting for D. Bourgard. The first one was to install floor drains in the kitchen of Company 1 and the other was to have the carpet and furniture cleaned in the TV room. These two items will be put on work orders. Other items were brought before the Board, but they should have been given to the Captain of District 1 and they should come out of station funds. Chief suggested getting a hard copy quote for a microwave. The Chief will take care of these other items.

Chief's Report – Mike Trick

- Will start working on the exit interviews and other personnel issues with Assistant Chief Appell.
- Fire Police captain hasn't been determined yet,
- Phone system-Upgrade is being done. So far with some of the changes the department will be saving \$68.00 on the monthly bill. It cost \$1,284.96 to upgrade the equipment and new voice mail.
- Officers' Meeting Feed Back
 - Keep the Mission Statement as is.
 - Officers will lead the members. Captains are going to be aware of any apparatus issues, budget needs and taking care of the stations so the Lieutenants can concentrate on training the members.
 - Captain Kunzelmann has been moved to Training and Captain Joe Speich has been assigned to District 2.
 - Officers will be meeting every quarter.
 - Chief will have a staff meeting with Assistant Chiefs and Captains after Corporation meetings.
 - Lt. will do the training of their companies. Any firefighter that has a training idea may present it to the Training Division by way of proposal, a lesson plan and syllabus. If the idea is accepted than it will be presented to each company as training.
 - Goals for the officers this year will be a preplanning project. They are going to preplan their district. They will be given digital cameras to document their preplans so that their plans can be entered into firehouse.
- A short term goal is to have an inventory of all the department's equipment.
- A long term goal is to develop a health and fitness program for the department.
- Looking into moving away from UCONN for physicals.
- Increasing member benefits,
- Implement a smoking ban for fire scene, standbys and emergency scenes.
- Met with the Town Manager about Capital Budget. He told the Chief not to look for a new fire station for at least 2 years. We need trucks. Town mechanic says Engine 7 needs to be

replaced. We could look into taking Engine 7 body and put it on Engine 9 or put a brand new body on Engine 9. Whatever is done to Engine 9 it has to fit into Company 3 and Company 4.

Old Business: None

New Business:

- Lynn Sedlak made a motion to allow up to \$2,500 for matching a grant for a CO detector awareness program that Joe Kuzma will try for. Rob Shillington seconded and the motion was approved. Lynn Sedlak will help Joe Kuzma with grants.
- Will have a Strategic Meeting to set the goals for 2011. J. Barton will poll the Board for a date to have this meeting.
- AOG AA-1 will be looked into at the February Board Meeting.
- There was question of whether the Board packets should be emailed or sent by mail. It was decided to mail the packet to the Board Members.
- After some discussion it was decided to change AOG CM-1 to read the Monthly Corporation meetings will be bi-monthly starting with the July meeting.
- Using the donations in memory of Silvio Brighenti to purchase a Thermal Imaging Camera. It was decided Jean Barton, Chief Trick and Chief DiPace would talk to Terry Brighenti about using the money for this camera.
- Raffle items are: Generator for Truck 16, Light towers and a Thermal Imaging Camera.
- Panic Button-Dave Bourgard will check with Tom Kline on how to go about this.

Ken Sedlak made a motion with a second from Lynn Sedlak to go into Executive Session at 22:05.

Out of Executive Session at 22:26

Meeting was adjourned at 22:26

(GB)