

MINUTES OF THE 827th BOARD OF DIRECTORS MEETING, February 1, 2012

President Sedlak called the meeting to order at 1900 hours.

Present were: J. Barton, D. Bianchi, J. DiPace, S. Jansen, S. Johnson, K. Sedlak, L. Sedlak, R. Shillington and M. Trick. Excused: D. Bourgard.

Other Members Present: J. McCaffrey

Minutes of the 826th Board Meeting were approved, on a motion from S. Johnson and seconded by R. Shillington.

Communications: None

Correspondence: J. Barton

- Thank you correspondence from:
 - Caroline LaMonica for our donation to the Avon Police Association in memory of Leonard LaMonica.
- Invitations received from:
 - East Hartland Volunteer Fire Dept. parade on July 28, 2012
 - Save the Date from North Haven Fire Dept. for the 2012 CT Convention and Parade to be held Sept. 14, 15 and 16, 2012
 - The Red Cross-Community Heroes of Connecticut Breakfast. J. Barton will let the officers know about this. If any officer wishes to go they will have to pay for themselves. Corporation is not paying for anyone to go.
- Donations received from:
 - Family and Friends of Sharon Levine-Shein in honor of her special birthday.
 - Travelers Employee Giving Campaign.
- Request from Joe Kuzma for the department to sponsor the 3rd Battle of the Badges Blood Drive on Friday April 6, 2012 and the 2nd Annual "Start Summer, Stop Hunger Food Drive on Saturday, June 23, 2012 (There is no action needed from the Board).

Personnel Services: L. Sedlak

- There are some members that will be Regular members.
- Received 4 applications and phone calls will be made to set up a time to interview the applicants

Treasurer's Report: Treasurer Sue Jansen

- Budget Account:
 - The Encumbered Funds List was put into a spreadsheet with balances showing
 - Monies for Annual Dinner and Clambake were put into the 2011/2012 Budget under Recruitment and Retention.
 - The Assistant to the Town Manager told President Sedlak that he cut our budget by \$12,500 which is a 2.5% increase instead of 4.8%. The Chief and Sue Jansen will look at the budget and see where cuts can be made.
- Corporate Account:
 - Corporate monies for Corporate and Family dinners are running low. Ken will let Harvey know what is left to spend.
 - Processing meal receipts to be paid-Letters went out from the Chief to Tower View Pizza and Da Vinci's Pizza stating who can charge on these two accounts and to ask for a department ID.

Secretary's Report:

- AA-3 Resignations. – Changes made were never voted on at the December Board meeting. There was some discussion about the changes. Jean Barton made a motion with Lynn Sedlak seconding. Changes were approved with J. DiPace opposing
- The following changes were approved by a motion from Lynn Sedlak and seconded by Jean Barton:
 - AA-1-Change the wording in the first sentence from All applications for membership shall be placed in the new application file, located on the wall outside Headquarters to read All applications for membership will be submitted to Headquarters for processing.
 - AA-4-Change Cadet/Cadets to Explorer/Explorers
 - AA-13-Under Documents take out AA-7 Leaves of Absence and change SOG's to Operation Manual and change TR-1 to 6.2
 - DP-1-Second paragraph under Property Location-Change wording from All such deeds will be maintained in the Safety Deposit Box of the Corporation (presently located in Fleet Bank) to All such deeds will be maintained in a secure location.
 - DP-2-Change all SOG to Operations Manual.

AOG's to Operations Manual

- Lynn Sedlak is still trying to figure out what has been done and what needs to be done.

Committees:

- Explorers: J. DiPace
 - Informed them that they could be eligible to receive credits for being Explorers. He will check on this.
 - He suggested that they could go to their school to see what fire suppression system they have.
 - Talked to Tom Post about paperwork being submitted in a timely manner
 - Will check about getting the Police Explorers and our Explorers to do things together so that they can see what each Explorer group does.
- Fundraising: L. Sedlak/D. Bianchi
 - Gina Kline is working on the Assessor's list. She will have a data base for labels.
 - Might want to look into software for fundraising. Not sure on the cost.
 - Dennis Bianchi went to Lighting Press to get some pricing for envelopes and doing the whole process (letters, folding and putting into trays)

Town Representative:

- President Sedlak received a letter from the Town Manager reappointing Dave Bourgard as our Town Rep. until Dec. 31, 2013.
- Dave Bourgard is working with Public Works to get estimates for work being done with the Neighborhood Grant money.

Chief's Report: Chief Mike Trick

- Regional Training Facility – This is not quite dead. The Town Manager wants a CEO meeting with the other towns that are involved with this project to get answers to questions. There was talk of possibly formulating an LLC so that each fire dept. would be not liable, but the LLC would. Farmington will be starting fundraising for this.
- Hartford Medical Group (HMG44) – When members go to their own doctors the department will have to find out what the Hartford Medical Group does and how much they charge so that the department will only pay for what Hartford Medical Group would do and how much they would charge. Changed the drug testing blood work from 5 panels to 10 panels.
- Lieutenant position – Matt Polesel is the new Lieutenant for Co. 4. The Chief has heard good things so far.
- Wireless Access – This will be too expensive, a little over \$1,000. This will not be done

- Planning & Zoning
 - 20 Security Drive has been approved for a temporary site of the Magnet School until their new facility at Waterville Rd. is ready.
 - Ensign Bickford – Housing and Retail project will be a mix of retail and residential. With the new plan there will be mostly single family housing targeting adult living. This will have an impact on the fire department. Will have to wait and see what is approved.

Old Business:

- Website – is all set. It has gone live.
- Fixed Asset Report – It is all set.
- Avon Junior Women's Club – They would like to do a duck race at Fisher Meadow with booths and such. The Junior Women's Club will do all the leg work to get it approved and going and we have to supply manpower.

Steve Johnson made a motion to go into Executive Session with Sue Jansen seconding. Board went into Executive Session at 20:35

Board came out of Executive Session at 21:05

New Business:

- Old Pool Club Property – On a motion it was voted to keep the property.
- Open Board Position – Two names were brought forward. Tom Francolin was notified, but declined; Jamie DiPace put forth the name of Peter Buonome who is a retired master planner for fire department. Jamie will check with him.
- Cleaning Service – Bruce William, head of Public Works had a meeting with the owner of the cleaning company and voiced everyone's complaints. The owner said he would make sure the cleaning got better.
- Change of Active Veteran Status – Tabled until the March Board meeting
- Re-defining Lifetime Membership – Tabled until the March Board meeting

Meeting was adjourned at 21:35 with a motion from Lynn Sedlak and seconded by Dennis Bianchi

(GB)