

MINUTES OF THE 832nd BOARD OF DIRECTORS MEETING, July 3, 2012

President Ken Sedlak called the meeting to order at 1900 hours.

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

Other Members Present: B. Appell, Matt Caron, G. Kline, R. Mansfield, M. Polesel, J. Reber, J. Ryan,

Minutes of the 831st Board Meeting were approved as amended by a motion from Dennis Bianchi and seconded by Jean Barton.

Communications:

- Laura Ward asked to address the board on being able to do online contributions.
 - Greater Giving is a good company for this
 - Set up cost is \$695, but they were running a special that just ended, but they will keep the special price of \$395 for another week for the department. There is a 3.45% and \$.35 processing fee per each transaction that would come off the contribution. Annual fee will be \$295.00. Auto deposit into our account once a week.
- Assistant Chief Appell asked to address the Board with reference to the Truck Committee.
 - The committee has met with three vendors. Seagraves, Rosenbauer and Gowan Knight. Rosenbauer is the only vendor that will do a demo truck to our specifications. After looking at everything the committee decided that two trucks will be needed. There will be enough funds to purchase one truck in July of 2013. Checking into lease to purchase. The town does not want to do this, but will look into maybe having the Corporation do the lease to purchase. Will report back to the Board once all the options and prices have been looked into.

Correspondence:

- J. Barton presented thank you notes, donations and other correspondences.
- Colony Grill Fundraising – Received a check for \$1,000.00 which was the 20% from all meals purchased from 5:00 to 9:00 pm.

Personnel Services: L. Sedlak

- Have received 4 new applications. Working on talking to the applicants.
- Steve Johnson has resigned from the department so there is an open seat on the Board.
- Dennis Bianchi announced that he will be leaving the Board. He is just involved in so much that he cannot do the Board and the other projects he is involved in. He will stay on until the special election in September.

Treasurer's Report: Treasurer Sue Jansen

- Chiefs are working on spending down the 2011/2012 budget. Will encumber the balance at the beginning of August.
- Corporation budget is looking good due to the letter fundraising campaign.

Secretary's Report: J. Barton

- Voting Process – With all the complications with membership (members in good standing) it is hard to get a voting process. Jean Barton and Rob Shillington will work together with the Membership Committee to get something in place.
- Changing Lifetime Membership description – Gina Kline did a great report. This is also a membership committee issue.
- AOG conversion to Ops Manual – Lynn Sedlak will work on this and give to Gina Kline to proof reading.

Committees Report:

- Recruitment and Retention is still working with the IAFC to finalize our signs. Gina Kline continues her efforts to develop an incident type report that can be posted and made available to the media. Committee is working on new media statements that can be used with any AVFD publicity. These statements will be approved by the Chief and President Sedlak. Ramona is working with Laura to complete the member advocate Facebook page.
- Explorers – Graduations were acknowledged with horn and sirens. Some explorers did the sandwich board that is out in front of Company 3.
- Fundraising – As of today we have received \$43,395.00 with expenses as follows: \$3,151.75 for postage, \$2,520 for printing and \$74.97 for labels. Total of expenses is \$5,746.72. So net right now is \$37,648.28. Sue Jansen told the Board that the IRS requires us to send confirmation of any amount \$250.00 and over. After some discussion it was decided to acknowledge anything \$100 and up.

Town Representative: Dave Bourgard

- Neighborhood Grant
 - The Chief wants all emergency and exiting lighting to have LED lighting at all 4 stations. Getting prices for this. No contract has been signed yet for the other work quoted last month, but will be doing that shortly.
- Will encumber monies from Co. 2 and all companies' maintenance to paint the bays and fix and paint ceiling at Company 2 (\$1,700) and to paint the bay areas, Captain's office, dispatch area and work area at Company 4 (3,410.00). The total needed to encumber is \$5,110.00.
- Kitchen at Company 1 – Jean Barton reported that everything was pulled out of the kitchen and Service Master's quote came in as the lowest (\$700-\$900) to steam clean and disinfect the kitchen. Service Master started today July 3 and will return on Thursday July 5th to finish. May need additional shelves in the kitchen. Will know for sure when things are being put back in the kitchen.

Chief's Report: Chief Mike Trick

- Call volume is down from last year which was 928 to 261 so far this year.
- All the Chiefs got together and cut \$12,500 from the 2012/2013 budget. Items that were cut from the 2012/2013 budget will be paid out of monies left over from the 2011/2012 budget if possible.
- Todd August has resigned from the department. He will be moving to Simsbury.
- The town will not adopt an ordinance to mandate all commercial buildings to have a Knox box. If the responding members do everything that can be done at a call and there is no fire showing than the fire department is not responsible. The fire marshal is still going to encourage every new applicant for an alarm to have a Knox box.
- There will be a meeting on July 18th at the Farmington Town Council chambers at 5:00 pm for the Regional training facility
- Radio interference is from Walpole MA. Tom Kline is working with WPCS to get this fixed.

Old Business:

- Job Descriptions for Board Members will be voted on to be included into the AOG's next Board meeting.
- Clambake Guest List – Peter Buonome made a motion to invite the Police officials and patrolmen on duty the day of the clambake along with the widows, lifetime members and honorary members. There was a discussion that followed on this motion and after the discussion Peter Buonome withdrew his motion and made a new motion to accept the list with some corrections and this was seconded by Rob Shillington. Motion passed with a unanimous vote with the change of sending one general invitation to the police.

Peter Buonome made a motion which was seconded by Jean Barton to move to discuss Laura's suggestion to do online contributions to New Business. Unanimously approved.

Peter Buonome made a motion which was seconded by Jean Barton to move to discuss the price of engraving of Jamie's trumpet to New Business. Unanimously approved.

New Business:

- Peter Buonome made a motion and Jean Barton seconded to look into 3 sources for doing on line credit card contributions before deciding to go with the one Laura Ward suggested. After some discussion a vote was take on this motion and it was unanimously approved to do more research.
- Peter Buonome made a motion and Sue Jansen seconded to pay between \$1,200 and \$1,400 to have retired Chief Jamie DiPace's trumpet engraved out of corporate funds. After some discussion the motion was approved by a unanimous approval vote.

Meeting was adjourned at 2045 with a motion from Jean Barton and seconded by Dennis Bianchi

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