

## MINUTES OF THE 837<sup>th</sup> BOARD OF DIRECTORS MEETING, December 4, 2012

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

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

Other Members Present: John Boullie, Matt Caron, Tom Kline, Christopher Kunzelmann and Tim O'Neil.

Minutes of the 836<sup>th</sup> Board Meeting were unanimously approved.

### Communications:

- Jean Barton brought up the request from some officers to go from \$10 to \$15 per member for the Company Holiday parties. This will be taken up under New Business
- Assistant Chief Kunzelmann stated the Board should look at the procedure for electing new board members. If a member is running for an open board seat that member should be interviewed before the election and if that is not possible that member should not be allowed to run. Assistant Chief Kunzelmann also suggested that the Board should look into cleaning up all the rolls. There are quite a few members that are not active and should be notified. His suggestion is being looked into by the Membership committee.
- John Boullie looked into a cost recovery program for incidents. Companies who do this would get a percentage of what they recover. He had packets for the Board to look over. This will be discussed under new business.
- Captain O'Neil asked the Board to consider changing the Companies Holiday party from \$10 to \$15 per member also.

### Correspondence: Jean Barton

- Chief Trick received a thank you letter from the Westport Fire Chief thanking him for sending aid to them to help with Storm Sandy. Chief Trick also received thank you cards from two children thanking the department for what they do all year.
- J. Barton presented thank you notes, donations and other correspondences.

### Personnel Services:

- Lynn Sedlak
  - 3 new applicants. One for Company 4, one for Company 2 and one for HQ.

### Treasurer's Report: Sue Jansen

- Budget:
  - An updated Encumbered List was reviewed and the Expense Reimbursement entry has to be corrected.
  - 2013/2014 Operations Budget will be presented to the Town Manager on December 12<sup>th</sup> with an 18% increase from last year's budget.

### Secretary's Report: J. Barton No Report

### Committees Report:

- Membership Committee – Rob Shillington
  - Cleaning up the rolls. Working on the membership benefit grid and looking into status of memberships
- Explorers – No report.
- Recruitment and Retention:
  - Recruitment is doing really well.
  - Will start meeting after the first of the year.

- Feasibility Study – Will have the report before the end of December. Findings are showing the AVFD department is good. There can be improvements and change, but overall a lot of good. Focus will be on capital plan. Equipment, apparatus and structural. Recruitment is good need to work on retention. Making older members retire should be done when they have their physical exams. The doctors doing the physicals should make that call. There are still some questions that need to be answered for the study. Will have a meeting with all the officers to go over the study.

#### **Town Representative: Dave Bourgard**

- Projects:
  - Company 1 – Ceiling replacement in meeting room, entry way, hall & TV room. New locks on slider doors in meeting room & TV room. Locks on kitchen doors and cabinets. Lighting up-grade inside and outside. (from CL&P program and Neighborhood Assistance Grant)
  - Company 2 – Lighting up-grade, from Neighborhood Assistance Grant, painting of bay area. New windows from Neighborhood Assistance Grant.
  - Company 3 – Painting main floor meeting room, kitchen and office areas. Carpet in meeting room and Captains office. Outside & inside lighting up-grade from Neighborhood Grant and CL&P.
  - Company 4 – Lighting up-grade, from Neighborhood Assistance Grant. Painting of bay area and offices. New parking spots on North side of ramp. (Town took care of doing this)
  - For the 2013 year there will be a few projects:
    - Company 1 install exhaust system that was purchased from Simsbury FD. Light the Fire Dept. sign on Darling Dr., replace window wall in TV room and meeting room with regular walls. Window replacement in offices & meeting room.
    - Company 2 paint meeting room & kitchen. Fix outside drainage on south side of bay area. Repair fence around generator. New stove in kitchen.
    - Company 3 Men's & ladies' bathrooms up-grade.
    - Company 4 Men's & ladies' bathrooms up-grade and painting. Replace 550 gal. underground oil tank. Fix drainage problems.

#### **Chief's Report: Chief Mike Trick**

- The new intercom is working well.
- Next hydro testing of SCBA will be in 2015. In 2020 all SCBA tanks will have to be replaced. This will be a very costly endeavor. The Chief will have to keep the town informed of this large expense coming down the road.
- Member's Children's Holiday party was great. The people who were there enjoyed it very much.
- Rescue 8 is out of commission. Don't know for how long. Still waiting for the repair information.
- New traffic light will be put in at the intersection of Lovely St. and Country Club Rd. The Chief is trying to get the same preemption system that is on Rte. 44 on that traffic light. The Chief would like to see the same preemption system for all the lights on West Avon RD.
- The Chief has a candidate for Medical Director. He has talked with Dr. Adam Corrado. Still checking on legal and liability issues with VSIF. This would not mean that Dr. Corrado would treat any member and this would be a consulting position.
- The department has an opportunity through VSIF to do on line training. The training that the Chief is looking at is the personal vehicle response training. After the first of the year all new blue light permits and renewal of blue light permits will require a certificate that the applicant did the on line training before they will receive a blue light permit.
- Retired Veteran Pete Salvatore passed earlier this week. Notice was sent out to Avonfire.

#### **Old Business:**

- Conversion of the AOG's to the Ops Manual is progressing. Gina Kline has typed up the AOG's for the Ops Manual. Will have them ready prior to the officer meeting in January.

**New Business:**

- Uniforms (FP) UP-1 – There was a discussion of whether to change the uniforms for the Fire Police since they march with all the other members and their uniforms do not match the firefighters' uniforms. It was suggested that maybe the Fire Police could march as a separate unit so that then all units would have the same uniforms. After some discussion it was decided to have the Steward, Jean Barton, check on what the cost of changing the uniform coats for Fire Police would be. She will report back to the Board with this information.
- Family Holiday Party – This party was originally scheduled for December 15<sup>th</sup> with Harvey Reeser doing the cooking. Since the Running Card was distributed Harvey is not cooking. After some discussion with a motion made by Sue Jansen to not do anything this year and seconded by Peter a vote was taken. The vote was 6 for not having the dinner and 2 opposed.
- Rob Shillington made a motion to discuss the amount per member for the Company Holiday party under new business with a second from Lynn. After some discussion it was voted to change the amount from \$10 per member to \$15 per member.
- Rob Shillington made a motion to discuss the Cost Recovery plan under New Business with Pete Buonome seconded. After some discussion it was decided that this is something that the Town would have to pursue since the department's money comes from the town budget.

Jean Barton made a motion to adjourn with Dave Bourgard seconded.

Meeting adjourned at 2050

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