

MINUTES OF THE 877th BOARD OF DIRECTORS MEETING, April 5, 2016

The meeting was called to order by President Robert Shillington at 19:00.

Board Members Present: J. Barton, M. Caron, M. Galliher, W. Green, J. Kowalczyk, R. Mansfield, R. Shillington, R. Solari and M. Trick. Excused: J. DiPace

Other Members Present: S. McMahon and David Theriault.

Minutes were approved with a motion from Ramona Mansfield and seconded by Jean Barton with one correction. Approved

Treasurer's Report: Joe Kowalczyk

- Corporation – There is total cash in the Corp. of \$563k down from \$605k which is almost completely due to budget checks of \$42k for the month as the Corporation saw limited activity of its own money. The breakdown of the cash balance held is the following:
 - Encumbered Funds of \$20k
 - Town of Avon Grant Money of \$374k
 - Live Burn Funds of \$65k (about 8K is related to outside sources)
 - Corporation Funds of \$104k that are free of restrictions
- Corporation – No change from February as again, without the letter campaign and no major expenses this month, things are still very quiet for the Corporation. Again trending extremely consistent with last month, we are showing a loss of about \$9k (same as February). This loss will be gone once the letter is released.
- Budget – We spent \$42k (\$23k in prior year for the month). Overall we have spent \$289k of our \$663k leaving \$374k remaining. Prior year at this point we had spent \$285k of \$642k. Tracking it by percentage, we are at 44% of our spending compared to 44% in prior year.
- **Monthly News and Notes:**
 - We are now up and running at Simsbury Bank and will be cutting our first checks out of Simsbury Bank on April 5th.
 - In conjunction with Simsbury Bank we have now implemented "lockbox" procedures to increase our cash controls, free up Department staff time and provided for cleaner, more transparent reporting. We are in the process of updating the website and our return envelopes for this procedure. All cash/checks should be directed to our lockbox provider.
 - We will be issuing new credit cards, reviewing who has credit cards and the limited needed. We are also increasing the overall Department limit and moving to a *Reward Bonus Card* with even greater rewards if we spend more than \$20k a year (we do). It has no annual fee also.
 - We will also be consolidating our credit card payment service that we currently accept with Simsbury Bank and our lockbox provider to reduce cost and provide simpler reporting.

Town Representative's Report: Jamie DiPace

- Training Facility work is in full swing. The waterline with hydrants are complete thanks to Avon Public Works, Town of Farmington and the CT Water Co. We should see bills from SSS and the Town (for backfill materials) about \$17,000. We had planned on this costing around \$140,000. Bids for the foundation and building erection are on the street. They are due 4/19. The town crew had completed the entrance and parking area. Building is scheduled to arrive on June 1st, this will most likely be delayed a month. Bruce Williams has arranged a trade of top soil for process material with Dunning's. This includes the trucking of the materials. The Town of Farmington agreed to let this happen.
- Company 4 plans are complete. The bid package should be on the street very soon.
- Jamie has had several discussions with Jim Geno of 25 Vermillion Dr. He and his neighbors want to know what can be done about the lack of water for firefighting in the area. We have discussed residential sprinkler systems, cisterns, dry hydrant and water mains plus who needs to pay for the improvements. Tentative meeting scheduled for 4/20. Jamie has asked Chief Trick and Brandon Robertson to attend.

75th Anniversary – Jean Barton

- Jean showed the board some of the expenditures that Litchfield had when they hosted the State Convention, just so the Board would have an idea of what it would cost to have the convention here.

Chief's Report: Michael Trick

- Ladder 12 is out for restriping
- Company 4 – Town Manager sent an email to the Chief asking for more information on the project for Company and also a plan of what apparatus is going where since the floor is not able to hold a lot of weight. The Chief is having Bruce Appell work on the apparatus information and the Chief suggested that Bruce Williams do the floor information.
- Brandon has cut the funding for apparatus from next year's Capital Improvement Budget due to the State budget crisis.
- Truck 6 needs to be replaced.
- Chief is looking into having a 5K race during our 75th Anniversary Celebration.
- Sent out 5 letters to members who have not had a physical in 10 or more years telling them they are offline until they do get their physicals.

Unfinished Business:

- By-Law Article V was sent back to the Board with no changes other than the verbiage in Section 1 about residency. After a lot of discussion, a motion Joe Kowalczyk made a motion to accept the revision with added verbiage that would put a provision for a date the change in residency and age would take effect with Ramona Mansfield seconding. Article V revision with the following changes was approved
 - Section 1 The provisions of this section shall not apply until the effect date January 1, 2019 to anyone who became a member prior to the effective date of these By-Laws
 - Retired Veteran Member Age The provisions of this section shall not apply until the effective date January 1, 2019 to anyone who became a member prior to the effective date of these By-Laws

New Business:

- Fundraising letter was discussed and the Board members decided to look it over and send suggestions to Rob Shillington so that the letter can go to the printer next week.
- Article III was tabled and will be discussed at the July Board after some changes are made.

Adjourned: 21:00 (GB)