

## MINUTES OF THE 839<sup>th</sup> BOARD OF DIRECTORS MEETING, February 5, 2013

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

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

Other Members Present: Matt Caron, A. Gelber, C. Kunzelmann and T. Reller.

Minutes of the 838<sup>th</sup> Board Meeting were unanimously approved.

### Communications:

- Captain O'Neill asked Rob Shillington to present to the Board a request to have the Company 1 pool table refurbished with new felt and to refinish the ping pong table top. Aaron Gelber told the Board that a new ping pong table to put on top of the pool table could be purchased for around \$100.00. The quote to refurbish the pool table was \$580 + tax. This will be brought up under new business.

John Ryan was sworn in as a new Board member by President Sedlak.

### Correspondence: Ramona Mansfield

- R. Mansfield presented thank you notes, donations and other correspondences.

### Personnel Services:

- Lynn Sedlak
  - Three Probationary Members will be moved up to Regular Member if recommended by their captains at the March Corporation meeting.
  - President Sedlak told the Board that he would check with Pete Bounome about staying on the Board.

### Treasurer's Report: Chief and President for Sue Jansen (not present)

- Capital Budget:
  - Town will put in the money for a new apparatus and maybe the cistern on Deercliff.
- Operations Budget:
  - The Chief and President Sedlak met with the Town Manager about the budget we were going to submit. The proposed budget was a 16% increase and the Town Manager asked the Chief to cut it to a 3% increase. Saturday, February 9<sup>th</sup> there is an informational budget presentation. The Chief and President Sedlak will explain what had to be cut from the department's budget.

### Secretary's Report: R. Mansfield

- AOG EX-4 Revision: Since the Chief has appointed a Medical Officer this AOG has to be revised to include this on page 2 section IV Points Awarded by Rank and Officer. Lynn made a motion to accept this change with Tom Longworth seconded. Motion was approved.

### Committees Report:

- Recruitment & Retention: From now on an invite will go out to all members on the committee instead of an email. Need to tack volunteer hours and also all activity of the department. Looking into putting a form on line to request a public fire education program. There is a form that the Recruitment and Retention Committee would like to be part of the paperwork for new members to fill out. Would like to do some type of video about the department. Someone suggested checking with the high school. The high school has new media equipment and maybe the students in the class could work with the department on doing a video.
- Membership Committee – Rob Shillington
  - Will send out an email about the next meeting.
- Explorers
  - Nothing to report

- Feasibility Study
  - Staff meeting with Board and Pete Bounome to go over the draft of the feasibility study will be held on February 12<sup>th</sup>.
  - There is a meeting tentatively scheduled for February 20<sup>th</sup> with the Task Force

**Town Representative: President Sedlak for Dave Bourgard**

- Dave is talking with the public works department to fix the bathrooms at Company 4. Painting of the bathrooms will come out of the operations budget.

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

- Exhaust system that was purchased from Simsbury for Company 1 bay area will cost \$5,800 to install. The original company that installed it in Simsbury will be installing the system. Public Works will work along the installer.
- Medical Office
  - Dr. Corrado will be working on a number of programs to make sure all members are fit. The first program will be a competency based system to test all firefighters on basic tasks that are done at any call. There will be two lists of skills. One for firefighters and one for support members.
  - MCI Response – This will be another thing that Dr. Corrado will be working on.
  - EMS competency will look into this training.
- Storm Sandy Award – Unit Citation was presented to the Chief from the State. This was for Captain O'Neill and Captain Kline and the members who participated in helping out fire departments in the Fairfield area.
- Storm Alfred Award Pin – The steward is checking on prices to give a pin to all members that were members at the time of this storm.
- New Dress Uniforms – The Chief had Jean Barton check on the price of changing the Fire Police buttons on dress coats from gold to silver. The cost would be \$2,000. Jean Barton would rather see that money be put to outfitting more members in double breasted dress uniform coats.
- Car-Biz did a great job on the light tower. They even did some little things that they did not charge us for.
- Capital Region Fire Chiefs' Association will meet at Company 1 on February 21.

**Old Business:**

- Conversion of AOG's to the Operations Manual – Lynn will check with Gina to see if there is an end date.

**New Business:**

- Rob Shillington made a motion to discuss and vote on whether Company One's pool table should be refurbished at a cost of \$580.00 plus tax and a new ping pong table to fit over the pool table. Motion was seconded by Ramona Mansfield. After some discussion this motion was approved.

Rob Shillington made a motion to go into Executive Session which was seconded by Lynn Sedlak. Board went into Executive Session at 2028 and the Board came out of Executive Session at 2035.

Meeting adjourned at 2035

(GB)