

## MINUTES OF THE 903<sup>rd</sup> BOARD OF DIRECTORS MEETING July 3, 2018

The meeting was called to order by President Rob Shillington at 19:02

Pledge of Allegiance

**Board Members Present:** Michael Galliher, Andrew Ozmun, Matthew Polesel, John Ryan, Rob Shillington and Michael Trick. Excused Jamie DiPace, Tad Green and Joe Kowalczyk.

**Others Present:** Dennis Bianchi, Aaron Gelber, Steve Gottlieb, David Theriault and Robert Theriault.

Minutes of the June 26<sup>th</sup> minutes were approved with corrections to Matt Polesel's report under Board Member Reports and also add Attachment A to the minutes.

### **Communication from Members:**

- Steve Gottlieb told the Board he was very proud to be a member due to all the help from the department to assist Sharon Levin-Shein on Monday night.

### **Communications from Board Members:**

- **Company Reports:**
  - Matt Polesel requested that the Board should investigate compensation for members who taxi apparatus around when needed.
  - John Ryan told the Board the members who attended the Yard Goats ball game had a good time and maybe Board should look into doing more things like this.

### **Treasurer's Report: Joe Kowalczyk**

- There is total cash in the Corporation of \$304k, down from \$415k. Of this money there is approximately \$172k (\$127k prior) of funds that are free of restrictions and belong to the Corporation. There is \$30k (\$29k prior) of restricted funds within the Corporation and the remaining cash relates to Town grant money that we have received and totals about \$102k (\$259k prior). Of this \$102 there is \$79k of encumbered 16/17 grant funds and \$23k of encumbered 17/18 grant funds.
- As noted in prior month fundraising season had begun and resulted in some money. Timing was a little behind this year but that is ok, and donations are flying in. In a little over a month of fundraising we had about \$55k cine in. Truly amazing if you realize all we do is send a letter.
- Eight months into the fiscal year for the Corporation and we are showing less than a \$3k loss. This is amazing considering at the end of May we had a loss of almost \$47k, our largest that I had seen in the 5 years I have been here.
- Like the previous 4 months the largest cash expense for the Corporation remains the 75<sup>th</sup> Anniversary expenses \$38k (\$36k prior), in addition to these expenses we also have the annual dinner for \$10k (\$10k prior) and the Live Burn Building for \$19k (19k prior). Like previously pointed out the 75<sup>th</sup> expenses are largely offset by over \$22k of fundraising resulting in a net impact only \$16k to the Corporation. The same holds true for the Live Burn Building expenses which are offset completely because we had temporary restricted funds to cover this cost. The results in these amounts showing ZERO in the statement of activities. To date we still have over \$11k for Live Burn expenses that we **HAVE** to spend and that will have zero impact on the Corporations bottom line.
- If you remember June ends our budget year. We had just about \$180k to spend in June and we did just that only encumbering about \$23k, all of which was set aside to pay out points in November. Traditionally following a big June, we have a quiet July and August along with receiving our funds for the 18/19 budget year.

- A quick summary of the over/(under) related to budget line items follows here. It shows very good consistency and excellent management of the budget line items all things considered.
  - Fire Stations – (under) \$6k
  - Apparatus and Equipment – over \$33k
  - HR – over 29k
  - Computers – (under) 27k
  - Education – over \$2k
  - Operations – (under) \$21k
  - Special Ops – (under) \$8k
  - Fire Prevention – on point

**Town Representative Report: Jamie DiPace- No Report (Not present)**

**Chief's Report: Chief Trick**

- New Lieutenant was chosen and some station changes which an email was sent out.
- New physical process being explored for using private physicians versus department physician.
- There are two members on the Promotion list if there is a need for another Lieutenant. They are Luis Lema and Mark Wilson.
- Luis Lema is a good candidate for the Health Care Coordinator.
- Radio Assignment changes. The Fire Marshal's radio assignment will be FM1 changed from AV20.

**Committee Reports:**

- **Parades:**
  - Sharon Levine-Shein will work with Captain Dave Bourgoïn and Rick Solari who is interested in taking over the duties of the Steward with Sharon staying on as Assistant Steward. This will be brought under New Business.
- **Health & Safety Committee**
  - The PPQ Community Challenge will be done the same day as Avon Day.
- **Recruitment & Recruitment Committee**
  - Handed out flyers at Avon High School graduation with no replies yet. Will have to do a mailing.
- **Building Committee –**
  - John Ryan would like the building committee to investigate Capital improvements needed for each station. He feels the department should be proactive for new fire station. He also feels that the Building Committee should look to help with the Capital Improvement Budget to have a plan in place for the items needed to be fixed.
- **Chief Appointment Committee –** Will be brought under New Business.

**Unfinished Business:**

- AVFD Explorer/Dept. Transportation Vehicle. Further discussion tabled until August.

**Motions to bring under New Business**

- Andy Ozmun made a motion with Mike Galliher seconding to bring under New Business the appointment of a new Steward. Motion passed.
- John Ryan made a motion with Andy Ozmun seconding to bring under New Business the Chief Selection Process. Motion passed.
- Andy Ozmun made a motion to bring under New Business the Board member applications with Mike Galliher seconding. Motion passed.
- Matt Polesel made a motion to bring under New Business approval of the band for Tunxis Hose Parade with John Ryan seconding. Motion passed.

**New Business:**

- Steward Appointment: - Andy Ozmun made a motion to appoint Rick Solari as Steward and to keep Sharon Levine-Shein as Assistant Steward. Motion was seconded by John Ryan. Motion passed.
- Chief Selection: - After some discussion on how to proceed it was decided that the Chief Selection Committee should consist of 3 Board members. This committee would accept the letters of intent and once they received then will decide what the applicants will need to qualify. Rob Shillington, John Ryan and Matt Polesel said they would be able to be on this committee. Mike Galliher made a motion to form this committee with Andy Ozmun seconding. Motion passed.
- Band for Tunxis Hose – On a motion from Mike Galliher and seconded by John Ryan the motion to have the CT. Firefighters Fife and Drum Corp be the band for the Tunxis Hose parade was passed.
- Public Relations Contract with Wardcomm for fiscal year 18/19- Andy Ozmun made a motion to renew the contract with Wardcomm with Matt Polesel seconding. Motion passed.
- AVFD Member Lost Time Level of Reimbursement – After quite a bit of discussion a motion was made by Andy Ozmun to set a maximum limit of \$200 for reimbursement with Mike Galliher seconding. Motion passed.

Matt Polesel made a motion to bring under New Business for discussion a reimbursement for special duties with Mike Galliher seconding. Motion passed

- Special Duty Reimbursement – There was some discussion, but this will have to be looked at more closely, so no motion was made, or vote taken.

Meeting was adjourned at 21:40 (GB)