

MINUTES OF THE 949th BOARD OF DIRECTORS MEETING April 5, 2022

The meeting was called to order by President Nancy Crozier at 19:05

Pledge of Allegiance

Board Members Present: B. Appell, B. Baldwin, J. Borges, N. Crozier, R. Deming, J. DiPace, G. Kline, T. Post, K. Shaw, and. Excused: J. Farzinazad, James Speich

Other Members Present: Dennis Bianchi, Adam Corrado, Dave Costill. Connor Goldie, Dave Theriault, and Mark Wilson.

Minutes of the 948th Board meeting were approved.

Communications from Members:

- Dennis Bianchi brought to the board's attention that when he was looking through his extra time sheets, he noticed that he was not given points for times he went someplace to do research. He did contact the chief that did not give him points to find out why and he didn't get any answer from him. He thought he would let the board know that all he wants is to know the reason for not getting points for doing something. Chief Appell told the board that anyone can come down here and use the pickup trucks to do fire department errands instead of using their own cars. Chief Appell will direct the Assistant Chief to follow up with Dennis. President Nancy Crozier said that someone should have gotten back to Dennis on his request to why he wasn't getting the points.

Board Representative Reports:

- Company 1 – No Report (Joe Farzinazad was not at the meeting)
- Company 2 and Fire Police – Gina Kline No Report
- Company 3 – Jeff Borges
 - Members wanted to know the status of out-of-town members tax abatement for lifetime. Vice President Gina Kline told Jeff that the board will have to put something together to present to the town council to change the ordinance.
- Company 4 – Brian Baldwin
 - Members have reported that the department's website need to be updated. Need to update what the department is about.
 - Follow up on SurveyMonkey on the Points Reimbursement Annually or not.
 - 40% wanted annually payout
 - 35% had no preference.
 - Some wanted quarterly
 - 15 made comments points should be looked at. Will put on the agenda for next time to discuss this.
- HQ – Kristen Shaw No Report
- Explorers – Tom Post
 - There are 2 or 3 new members and they have been outfitted.
 - The Explorers will be going to the Fire Chief show. The Explorers will be renting a motor coach to go to this show.
 - The Explorers will be going to Bloomfield to train with them at their drill tower. Other departments of surrounding towns will be invited to join this training.
 - The Explorers now have their red tee shirts. They will be wearing them while drilling.

Treasurer's Report – Ryan Deming

- The lock box has been cancelled.
- Corporate:
 - The Corporate budget accounts have been all grouped per the expense categories.
- Treasurer distributed the financial reports but had no official report for this meeting

President's Report: Nancy Crozier

- History Committee is up and running.
- 50 Yard Goats tickets have been purchased.

Chief's Report – Bruce Appell

- Banners for the information kiosk have been ordered. 2 Help Wanted signs for recruitment and 2 signs for Smoke Detectors/Change Your Batteries. Banners will be in tomorrow, April 6, 2022.
- House fire – first crew in did a great job. There was extreme damage in dinning room and basement door was damaged.
- Study is ongoing. Should get reports back this month. Will meet early May for the preliminary reports,
- Still working on full time position.
- Jamie DiPace will be taking over the mobile sign to help with recruitment and other events the department wants to promote.
- There are 24 entry level firefighters and 20 support level members.

Unfinished Business:

- Lifetime tax abatement for out-of-town members – The board has to present criteria for how the out-of-town members will qualify for the lifetime tax abatement benefit before the town council can vote on this.
- Board – Strategic Objectives
 - Establish and implement recruitment plan for entry and other support roles.
 - SMART goal is to increase the number of new firefighters by 20 by April 2023.
 - Develop and implement plan to monitor and improve member satisfaction and retention
 - Maintain a 95% retention rate of Members in Good Standing
 - Develop and implement a plan to market the department to support recruitment, fundraising and general awareness of volunteer status.
 - Marketing Plan developed and approved by BOD by December 2022
 - Inventory historical archive and develop plan to make information more accessible to members and the community.
 - History Plan developed and approved by BOD by December 2022
 - Build community relationships to support volunteer operations and promote fire safety in the community.
 - Rollout Community Connect Program by December 2022.
 - Build relationships with local leaders and statewide fire organizations.
 - Participate in 3 Town Council meetings to update on department activities.
- Board – Operational Objectives
 - Outline and implement a plan (process, timeline, metrics) for the Chief selection process by July.
 - Plan developed initiated in April and completed by June 2022.
 - Update and streamline the AOG's to clarify and remove contradictory language by the end of the calendar year.
 - AOG review completed by December 2022.
 - Establish and implement a succession plan for Board officers and future Board members by September.
 - Identify potential Board members and 2023 Board officers for September BOD meeting.
 - Develop and perform Chief performance appraisal by December.
 - Chief appraisal completed in December 2022.
 - Identify opportunities and submit application for Neighborhood Assistance Grant by end of April.
 - Submit application for Neighborhood Assistance Grant by 4/30/2022.
 - Prepare and submit operating and capital budgets to Town by October/November.

Unfinished Business cont.

- Mack Repairs/Service – Water pump has to be replaced. The garage that is doing the repairs will keep the Mack while they wait for the water pump. This part is very hard to come by. It could take 2 months to get the part in and installed. Chief Appell will check to see if the garage will be charging us for them to keep the Mack at their place.
- Policy Updates
 - By Laws Article I and V was presented at the March Corporation meeting. Members will be voting on the proposed changes at the May Corporation Meeting.
 - MEM-6 Deputy Chief Gelber suggested a change for type of training to be approved by training division. Deputy Chief Gelber will inform the board at the next board meeting about his ideas regarding training.
 - AA-4 After some discussion it was decided that Chief Appell, Assistant Chief Sedlak, Captain Corrado, President Nancy Crozier, Vice President Gina Kline, and Secretary Brian Baldwin would meet to discuss the changes before the board votes on any changes.
 - Camera Policy – A draft of the policy was given out to the board members to look over and be ready to discuss at the May board meeting.
 - Suggestion Box – Vice President Gina Kline and Kristen Shaw did not have time to empty the boxes. They will do so and meet with Chief Appell to review any suggestions.

New Business:

- Policy Update – AOG AA-6 Limited Duty Status and Modified Duty Status.
 - After some discussion with some suggested changes this was tabled due to needing more information before making the changes. This was tabled until next board meeting.
 - LOSAP Appointment – Sue Jansen worked with Bud Desmond on the LOSAP committee. Sue Jansen was never official appointed to the LOSAP committee. Tom Post made a motion with Kristen Shaw seconding to appoint Sue Jansen to the LOSAP committee. Motion passed.
- Eagle Scout Project Request – President Nancy Crozier has asked the board to come up with some projects that an Eagle Scout could do if they should request a project. Some of the suggestions were a gravel area with pavers around the kiosk, 2 benches at the same area, Company 2 flagpole area cleaned up/landscaping and Company 3 pond cleanup.
- Open Positions – Chaplain and Good and Welfare.
 - It was decided by the board that there should be job descriptions for these two positions so that whoever does them knows what the board expect for these positions.

Add to New Business – Gina Kline made a motion with Jeff Borges seconding to bring under New Business paying for engraving of Retired Deputy Chief Peter Delap's trumpet he received when he retired but never go it engraved. Motion Passed.

New Business cont.

- Engraving of Retired Deputy Chief Peter Delap's trumpet – After some discussion and being told that Peter Delap got a quote of \$2,000 to get the trumpet engraved, Tom Post a motion with Jeff Borges seconding to approve up to \$2,000 to engrave the trumpet. Motion Passed.
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Next Board meeting will be May 3, 2022

Meeting adjourned at 21:56