

MINUTES OF THE 950th BOARD OF DIRECTORS MEETING May 3, 2022

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

Pledge of Allegiance

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

Other Members Present: Peter Delap, Aaron Gelber, Sue Jansen, Nick Mathein and Mark Wilson.

Minutes of the 949th Board meeting were approved.

Communications from Members: None

Board Representative Reports:

- Company 1 – Joe Farzinzad No Report
- Company 2 and Fire Police – Gina Kline No Report
- Company 3 – Jeff Borges
 - Emailed an issue from a member about retired members no having access to any of the stations. He thought maybe the retired members could do some jobs around the station. This will be brought under Other Business on the Agenda.
- Company 4 – Brian Baldwin No Report
- HQ – Kristen Shaw No Report
- Explorers – Tom Post
 - The advisors worked on the training schedule for the rest of the year.
 - The Explorers will be drilling with their companies for the summer.
 - The Explorers will be going to the Chief show again this year.
 - They will be going to the Bloomfield burn tower and drill with other Explorer groups.
 - Local supplier for MSA is looking into given the Explorers demo masks for their use.

Treasurer's Report – Ryan Deming

- Corporate:
 - As of month-end we have total cash of \$649k which includes restricted cash of \$495k leaving us with unrestricted cash of the Corporation of \$154.8k. This is compared to unrestricted cash of \$215.4k as of April 30th, 2022.
 - For our fiscal year to date revenues, we have total revenues of \$336k. \$305k is from the town grant income. \$13.1k is amounts release from restrictions that were used for Company 2 roof and driveway repairs and amounts released related to the live burn building. The remaining amounts are from donations and fundraising of \$17.9k.
 - Expenses for the fiscal year to date are \$375k of which \$305k is from expenses associated with town grant. Corporation expenses amounted to approximately \$70k in total. The largest spend categories are as follows: \$33.9k for Company 2 roof and driveway repairs and \$12.9k annual dinner expense,
 - The ARGO trailer is now fully depreciated as of last month.
- Budget:
 - For the budget year our total spend-to-date (July-April) is \$398k which is approximately 50% of the total budget with just only 2 months to go in the fiscal budget year. No expense categories are close to the total budget amounts with Administrative being the highest at 76% of total budget.

President's Report: Nancy Crozier

- CGR Group will be meeting with the board at 6:30 on May 4, 2022. They will be presenting their preliminary report,
- Yard Goats tickets have been purchased and are all spoken for. Gina Kline and Nancy Crozier will be the contact persons for the picture that will be taken of the group before the game.

Secretary's Report: Brian Baldwin

- This Saturday May 7th is the Avon Little League's Jamboree. Brian is working on getting help and some apparatus there. Would like Ladder 12 to be there to hoist the flag for the opening ceremony. Would like to have a table with some items to give out.
- Dick Griffin's funeral is the same day, but he is hoping he can have some help.

Town Representative's Report: James Speich

- Having the trees taken down is great, but the areas at Company 1 and 4 should be spruced up with some type of landscaping.
- Something has to be done about the stairs and the stumps should be taken care of.
- Chief Appell told Jim and the board that public works will be taking care of the stumps and will clean up around the stations. He also said that public works will be doing something about the stairs,

Chief's Report – Bruce Appell

- Since some trees have been taken out the neighbor in the back of station 4 can see the station. Chief will be looking into possibly putting a fence along the brook.
- Mack Trucks is back. The water pump has been fixed. It will be used for Dick Griffin's wake and funeral.
- The Honor Guard for the wake is all set. Member have stepped up.
- Chief Appell looked at new commercial and custome apparatus while out at FDIC. He talked to a few vendors and was told at least 2 years to get new trucks. Orafol was there and they are excited to work with us on new trucks. They can donate material to us. Orafol is also expanding their production plant.
- Women's Health is donation 8' training tables, 150 padded chairs to the fire department and a hand truck. They need to get these out of their location by July 1st. The Chief received a quote for a 20' container to put all the chairs and table in to get them out of the meeting room.
- Food drive was a success. The department received \$1,000 to purchase food gift cards for the Avon Food Pantry,
- Chief Appell and Deputy Chief Gelber are looking to purchase turn out gear for support members that is lighter than regular turnout gear and less expensive.
- There were two fires this past month. Good job responding to Far Hills. Light smoke was showing. The house is over 8,000 square feet. Was able to contain the fire to just the garage. Great job getting primary search done by Dave Theriault and Tori Haskins. This fire is still under investigation. The access road was not accessible. It looked like a lawn not a road, but it is now an access road.
- Full Time Office Position – The town is still waiting on background check and the Chief is not sure if she has accepted the position or if she has given her notice to her current employer. The Chief has no idea of a timeframe for this person to start. She has a business degree and a marketing degree.

Secretary Brian Baldwin informed the chief that the member that brought an issue to the board's attention last month has not received any answer for his question of why he did not receive points for some paperwork he turned in. The chief stated at the April board meeting that he would talk to the Assistant Chief and have him contact this member. This has not been done. The chief said he would check into this again. Brian Baldwin feels that this should have been taken care of right away.

First Due Software Report – Assistant Chief Tom Kline

- Chief Kline is working on a spreadsheet for this new software.
- Text messages will be more reliable,
- Looking to get mapping information to put into the new software,
- Hope to have this up and running end of summer. NextGen is the longest hold up.
- Will still be running firehouse along with First Due.
-

Unfinished Business:

- Annual Points Reimbursement Update – The results of the survey showed there were more members who wanted their checks once a year. Some didn't care either way and a few wanted two payouts. Tom Post made a motion that the survey results should be posted and emailed out, so members know the results with Jamie DiPace seconding. Motion passed. Secretary Baldwin will take care of doing this,
- Lifetime Tax Abatement for Out-of-Town Members – Gina Kline will work on the wording for the change to the ordinance and present it to the board at the June 7th board meeting for the board to approve. After the board's approval it will be presented to the Town Council.
- 2022 SMART Goals – The board looked over the goals and will start working on getting some done this year.
- Public Relations Person update – James Speich made a motion to put a proposal together to go out and request quotes for a public relations person with Joe Farzinad seconding. Motion passed. Jim Speich will put something together and present it to the board at the June 7th Board meeting.
- Policy Updates:
 - MEAM-6 Member in Good Standing. This cannot be approved unless the By-Law Articles I and V are approved by the membership at the May 9th Corporation meeting. One area that will have to be looked at is the training part of this AOG. Gina Kline will work with Deputy Chief Gelber on this part,
 - AA-4 Physical Policy – This is not ready yet. Gina Kline has been working with Adam Corrado on the wording and there are still some verbiages that needs to be worked on.
 - AA-TDB Camera Policy – After a lengthy discussion on this whole policy it was decided to get more information from past President Mike Galliher to see if this policy was ever looked over by an attorney and also there is an older AOG IT-1 that covers this topic, and this has to be looked at before this can be approved by the board. Most of the cameras are external and the only one that is in a meeting room is at Company 2 and that can be changed. Only Chief Appell and Assistant Chief Kline have access to look at any video recordings. Jamie DiPace suggested that a log be kept when the cameras are going to be views by the chiefs, so the board knows when it was looked at and for what reason. It was suggested that signs be put up stating that there are cameras in use videotaping.
 - AA-6 Limited Duty Status and Modified Duty Status. After some discussion it was decided to revise some of the wording and bring it back to the board.
 - Steward Job Description – This needs more work. Kristen Shaw will take the suggestions and bring it back to the June 7th board meeting.
- Eagle Scout Project Update – Gina Kline
 - There is a folder in Dropbox Board folder to put suggestions for projects.
- 2022 Neighborhood Assistance Grant – Gina Kline is working on this. She is putting in for solar panels on Company 2, 3 and 4. She used pricing from online just to have an amount to put on the paperwork which was \$20,000 per building.
- Avon Little League Sponsorship – Brian Baldwin will look into this. He thinks this is for the high school but needs more information.
- Suggestion Box Suggestions – There were some suggestions to let the members do a performance report on all the chiefs and line officers. There were some suggestions that had to do with the line and Gina Kline will let Chief Appell know what they are.

New Business:

- Appointment of Assistant Treasurer to LOSAP Committee - Jamie DiPace made a motion to appoint Kristen Shaw to the LOSAP committee until the end of the year with Gina Kline seconding. Motion Passed.

Tom Post made a motion to bring under Other Business to talk about retired members ability to have access to all fire stations with Jamie DiPace seconding. Motion Passed.

Other Business:

- Access to Firehouses for Retired Members – Jeff Borges sent an email for the board to look into giving retired members access to all firehouses. There was a lot of discussion and confusion as to whether these members would be covered under the current insurance or if the corporation would have to get a separate policy to cover them while at the firehouses. Tom Post informed the board that while he was at FDIC he talked to a VFIS representative for our area about this issue and gave this representative his business card to get the information and get back to Tom Post. Once Tom gets this information he will report back to the board on his findings.

Next Board meeting will be June 7, 2022

Meeting adjourned at 21:50 (GB)