

MINUTES OF THE 884th CORPORATION MEETING March 14, 2022

Vice President Gina Kline called the meeting to order at 19:30pm
The Pledge of Allegiance was recited.

January Corporation Meeting Minutes were approved.

Roll Call: Present: 51 Absent 49

Oath of Membership:

- The following Probationary Member took his Oaths of Membership
 - Allen Hetherington
- The following Probationary Member took the Oath of Membership for Regular Membership
 - Alexa Shuck

Town Representative's Report – James Speich

- Jim reported that the town will be financing separately a tanker and ladder. The options they are looking at is lease, bank loan or bonding (Jim feels bonding is not an option the town wants to take). For the town to do this it will take a special meeting with the public stating their opinions on this issue.
- Per Grace Tiezzi, Assistant Town Manager, out of town members, who are retired after 25 years, will receive the abatement for life as long as they meet the requirements. They should file the paperwork as they do today.

Secretary's Report:

- Read thank you notes and other correspondence.

Treasurer's Report – Reports were out for members to take. Kristen Shaw read the report.

- Corporate:
 - Here is a breakdown of our cash balances:

	Current	Prior Year
	2/28/2022	2/28/2021
Total Cash	\$771,795	\$644,443
Restricted Cash		
Town Grant	\$565,180	\$437,336
EB Trust	\$ 14,903	\$ 14,904
Temporarily Restricted Funds	\$ 32,653	\$ 57,625
Total Restricted Cash	\$612,736	\$509,865
Cash Free of Restrictions	\$159,059	\$134,578

- As of February 28th, there is \$32.6k of temporarily restricted funds. These consist primarily of funds restricted for EB Trust (\$20.3k), Explorer Funds (\$5.3k) and Restricted Health/Wellness Donations (\$2.5k).
 - Non-Grant revenue is \$29.7k and Non-Grant Expenses are \$63.2k for a new loss of \$33.5k.
- Budget:
 - Total budget spend year to date (July-February) is \$303 (\$385k prior). There is \$483k as of February 28th remaining of Town grant funds for the 2021/2022 budget year.
 - Overall, we have only spent 38.6% of the total budget as of February 28th.

President's Report – President Nancy Crozier

- The treasurer has filed for an extension of our 990 filing which is done every year. There is a new person at the treasurer's company who wishes to charge us for filing our 990-tax return. The treasurer is going out for bids to see if we can get a better price for filing the tax return,
- We will no longer be using the lockbox at Liberty Bank. They are charging us a fee for this service. The checks will come directly to the Company 1 address, and we will encourage citizens to donate through our website.
- There are still tickets for the Simsbury Fire Department's Black and Red ball. Please contact Grace Bianchi if you wish to attend.
- Survey for the study being done by the town – 98 members have completed the survey. The members that responded were a good representation of all members. Board and officers will get a first pass at the results.
- The board will be holding a final workshop to finalize and prioritize the goals it wishes to work on for this year. These goals will be parallel with the study.

Committees Reports:

- Recruitment and Retention – Lt. Adriane Wright
 - This committee will be split into two committees.
 - There are 8 members on this committee, but we can always use more.
 - We will be getting out in the community doing events.
 - We will be working on redoing a program for new members
- Clambake Committee – Captain Bobby Sanderson
 - Dave Theriault will be cochair of this committee.
 - We need a lot of members to help out.
 - The committee will be working on the format for the day of the picnic. Will try to keep it as it was in the past.
 - The date is Sunday, September 4th.
- Vice President Kline passed around a list of all the committees and asked the members to sign up for at least one committee and to also indicate if they are interested in chairing a committee.

Chief's Report – Chief Appell

- Thank you to all the members who are turning out to calls.
- Need more members to respond during the day, nights, and weekends.
- Study – The team that is doing the study will have met with all the other team members and will be meeting with the town officials, officers, and the board.
- Canteen Committee – Chip Carpenter is heading up this committee. There is a short supply of canteens in the area that we can call upon. The Salvation Army pulled out their canteens due to COVID. They are starting up again. If we need a canteen, we should call the Salvation Army first. They have light snacks, soups and coffee.
- The ARGO trailer has been equipped with coffee makers, can make hot water for tea and hot chocolate. It has heating and cooling ability so that we can provide this to firefighters at a scene. The biggest need is the need for more drivers. If anyone is interested in helping out, please see Chief Appell or Lt. Chip Carpenter.
- Farmington has Canteen 51 which has a full kitchen, and they can cook any type of food. The problem with them is that it takes anywhere from 90 to 120 minutes for them to respond.
- This year the points checks will be coming out in November.
- Sign Board – We need someone to take charge of the sign board. We should have flyers put in there during the year about different things such as fire prevention, turn back your clocks and check batteries and recruitment information. Eventually Chief Appell would like to see some pavers put down there and two benches for the foot and bicycle traffic.

Fire Marshal's Report: Chief Appell

- More stores and businesses will be going in at 55 Climax Rd and Market St.
- Route 44 there are 2 buildings behind where Dakota's was. They will be a Quick Lube and a auto detail shop.
- Old Farms School will be doing remodeling of their dorms during the summer. They will be upgrading their fire system. There will be a lot of projects on their campus.

AV-2: Assistant Chief Kline

- Radio Project – The town council approved the SBA contract for SBA to replace the tower at the land fill from 100' to 130' tower. SCBA is getting approval for the new tower. Chief Kline is working with Motorola for new pricing for the radio system. This may have to go back for referendum due to new pricing quote.
- Will be replacing firehouse with a new system beginning July 1st. The new system has more modules that are very useful for the department.
- Ladder 12's radio has been fixed.

AV-3: Assistant Chief Speich

- Engine 11 will be back tomorrow, March 15th. Engine 10 will be going out next for full service, pump testing and any repairs that need to be done. All apparatus will be going out for the next week or two for full service, pump testing and any repairs.
- New ladder and engine tanker will be close to a \$3 million investment. These trucks will take time to get them. Looking at possibly not getting them until sometime in 2024.
- Specs for the ladder were looked at and both the chiefs and the public works department were happy with them. The specs for the engine tanker had some changes made.
- All the hoses have been changed out; packing is different. Make sure everyone knows how to pack the new hose,
- Hose testing will be coming up in May or June no date yet.
- Planning Committee – Apparatus is taking priority, but once the study comes back the facilities will be looked at by the committee.
- When the town mechanics have time the support vehicles will be going to them for servicing.

AV-4: Assistant Chief Sedlak

- Physicals – Members have a choice to either go to UCONN or Life Scan for their physicals. Entry level members over 40 must get a physical every year. Chief Sedlak is still looking at other facilities to do our physicals.
- Blood Drive – Will be here on Good Friday April 15th. The Red Cross will have COVID protocols in place. You must make an appointment. Only people giving blood will be allowed in,
- EAP – Chief Sedlak is looking into other companies that supply this service. He is interested in anyone that has used the company we have now to contact him to let him know if the company is worth keeping. He does not get any information from the company of who or why a member has used it, just that it has been used.

AV-4 Deputy Chief Gelber

- Torri Haskins has completed Firefighter I and received her yellow helmet.
- Sean Freiman has completed Firefighter I
- Michael Frost has completed Firefighter II.
- SCBA flow testing will start tomorrow March 15th. Company 2 and 4 bring masks for the testing. Leave the masks in one area all together. SCBA masks bags are in. See Deputy Chief Gelber to get one.
- March 26th there will be a class on engine operating. This is a 4-hour class from 09:00 to 13:00.

Officers Reports:

- Company 1 – Lt. Ray Crozier
 - Bays are full of vehicles. Please don't leave stuff around. Pick up after yourself.
 - Lt. Crozier will be in the fire station on Tuesdays and Fridays. He is back to the office on the other days.
- Company 3 – Lt. Mark Wilson
 - Ron Salonia and Allen Hetherington can now respond to calls.
 - Graydon Salonia is in Firefighter 1 classes,
- Company 4 – Captain Bobby Sanderson
 - Ryan Wilson received his Q Endorsement
 - Patrick Olmstead is back from military leave.
 - Lt. Wright – When you do the medical bag checks, please look at the expiration date. There are a lot that are expiring. Everything is back ordered. AED pads were ordered back in January with a 12 week, but more like 15–18-week time frame.
 - Burns sheets are in along with heat blankets.
 - If you are replacing items from packs check PS Trax.
- Fire Police – Captain Drew Bloom
 - New Stop and Slow signs are in. Lt. Carpenter showed the members what they looked like.
 - Ordered warm weather hats and had the badge put on by Murat's Tailoring & Clothier. When Capt. Bloom went to pick them up, he was told there was no charge, and he was thanked for what the fire department does. A letter of acknowledgement will go out.
- HQ – Captain Lynn Sedlak No Report
- Explorers No Report
- Medical Officer – Captain Corrado emailed his report.
 - Since there are several new members to the department, and there seems to still be some confusion among more seasoned personnel, it's worthwhile to remind the membership that AVFD maintains specific policies related to injuries, illnesses, physical fitness standards, physical and mental performance requirements, exposure reporting (both infectious disease and toxic/cancer-causing) and more topics that all fall under the occupational medicine standards of the National Fire Protection Association, the Occupational Safety and Health Administration, as well as both Federal and State statutes. These policies are all contained in a document called the *Medical Division Guidelines*, and they are stored on the AVFD website as well as in Dropbox (for officer access). These were previously contained in the AVFD Operations Manual but were separated from the operations manual two years ago. The Fire Chief is responsible for, and has authority over, the Medical Division Guidelines.
- Instructions for accessing the Medical Division Guidelines are attached to his email.
 1. **Medical Division Guidelines** - Most questions about department physicals, injury reporting, return to duty procedures, and fitness for duty examinations - typically the areas of greatest confusion - can be answered by reading these policies. Moreover, it is every member's responsibility to be familiar with this information, and for company officers to ensure compliance with these procedures.
 2. **SCBA Mask Fit Testing** - Federal law requires compliance with the respiratory protection policies of the department. This includes annual fit testing. **Only members who have a current SCBA mask fit test on file may use SCBA, either for training or while working at an emergency scene.** Each company officer can access the on-file status of their company under **training program reports** in Firehouse.

- Medical Officer's Report cont.
- 3. **Injury Reporting** - Injuries, illnesses, and disabilities can affect department operations significantly regardless of whether these conditions happened on- or off duty. Because of this, certain injuries, illnesses, and disabling conditions which interfere with a member's ability to safely perform essential job tasks *must* be reported through channels to the Medical Officer. An AVFD Form 12 *must* be initiated. See Medical Division Guidelines section 4.8 for reportable conditions.
- 4. *Only the fire chief* can authorize a member who has been offline due to illness, injury, or disability to return to duty, and this process starts with AVFD Form 12.
- 5. AVFD Form 5 *shall* accompany AVFD Form 12 for any illness, injury, or other disabling condition that occurred while on duty.

Membership Comments – None

Old Business: None

New Business:

- By-Laws Proposed Changes
 - Vice President Kline presented the revisions of By-Laws Article I and V along with new AOG MEM-6. She explained why the changes to the By-Laws was needed. Due to not really having a definitive definition of a Member in Good Standing, the board put together a taskforce to look into what defines a Member in Good Standing. With what the taskforce found in all areas of the By-Laws and AOG's verbiage needed to be changed to reflect the definition the taskforce came up with.
 - A member asked if the study could impact these proposed changes and Vice President Kline told the membership that it may require some changes just not sure at this time.
 - A member asked if the board considered the impact on retention of membership. Vice President Kline did not feel that the changes would affect the membership retention or recruiting new members. This just spells out what is expected of the members to be in good standing more concisely.
 - Deputy Chief Gelber was concerned about the impact of training hours that contain online training classes compared to in person training since the Member in Good Standing has 70 hours of training time. He feels hands on training should weight more than online training.
- Update – Starting in July the board has decided to go back to monthly meetings with the even month's meetings would only be an hour and then there will be training. Assistant Chief Speich said the board should have checked with the chiefs and officers before making this decision.

Good and Welfare – Sal Javaid fell off a latter at home. Will send an Edible Arrangement to him.

Attendance:

Pot O' Gold: \$3.50 No one won
Liki \$50 Gift Card: Margie Bourgoin
Liki \$50 Gift Card: Chip Carpenter
Big Y \$25 Gift Card: Phyllis Wilson

Adjourned: 20:35 (GB)