

MINUTES OF THE 951st BOARD OF DIRECTORS MEETING June 7, 2022

The meeting was called to order by President Nancy Crozier at 19:00
Pledge of Allegiance

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

Other Members Present: Adam Corrado, Dave Costill, Nick Mathein, Dave Theriault and Mark Wilson.

With a motion made by Gina Kline and seconded by Jeff Borges the board went into Executive Session at 19:09.

With a motion made by Jeff Borges and seconded by Kristen Shaw the board came out of Executive Session at 19:48.

Minutes of the 950th Board meeting were approved.

Communications from Members: None

Board Representative Reports:

- Company 1 – Tom Post conveyed a message from Jamie DiPace to have open enrollment for board members that would like to go to VCOS. President Crozier did tell the board that she and Gina Kline were looking into going to VCOS this year.
- Fire Police – Gina Kline
 - Steve Gottlieb asked Gina to bring to the board a request to do the Dream Ride again this year. The dates are August 26, 27 and 28. There will be a chili cookoff and he would like to have an engine present for that weekend.
- Company 3 – Jeff Borges
 - Graydon Salonia just passed the Firefighter 1 class.
- Company 4 – Brian Baldwin No Report
- HQ – Kristen Shaw
 - Bob Theriault would like to have a job description for the buildings put into an AOG.
 - Who is doing the mowing for the property across from the high school. Is Bob Theriault supposed to get quotes to have someone do this. Chief Appell told the board that he would talk to Bruce Williams about this and let the board know what will be done.
 - UCONN Physicals – The department physicians don't just send the cleared or not cleared for duty to the medical division. They send the members, hearing test, EKG, blood work and blood pressure results. If the medical division request more information UCONN does send what is requested. There is a form that the members can fill out if they would not want any other information sent to the medical division. This should be part of the package that is given to the members when they are going for their physicals.
- Explorers – Tom Post
 - The Explorers will be going to the Chief show in Worcester on June 24, 2022. Tom has gotten a motor coach for this trip, and he has asked the surrounding towns if their Explorers are interested in going.
 - There are 3 new applicants in the works. 2 applicants are children of our members.
 - Step Up Day at the high school will be June 14, 2022. The Explorers will have a table at this event to explain what the Explorers do and hopefully get some new recruits.
 - The Explorer's last drill they had a great time taking a car apart.

Treasurer's Report – Ryan Deming

- Corporate:
 - As of month-end we have total cash of \$544k which includes restricted cash of \$391k leaving us with unrestricted cash of the Corporation of \$153k. This is compared to unrestricted cash of \$136k as of May 31, 2022.
 - For our fiscal year to date revenues, we have total revenues of \$443k. \$411k is from the town grant income. The remaining amounts are from donations and fundraising in current year and release of previously temporarily restricted net assets.
 - Expenses for the fiscal year to date are \$483k of which \$411 is from expenses associated with town grant. Corporation expenses amounted to approximately \$73k in total. The largest spend categories are as follows: \$33.9k for Company 2 roof and driveway repairs and \$12.9k annual dinner expense,
- Budget:
 - For the budget year our total spend-to-date (July-May) is \$504k which is approximately 63.8% of the total budget with just only 1 month to go in the fiscal budget year. No expense categories are close to the total budget amounts.

President's Report: Nancy Crozier

- The board will be discussing Monthly Corporation meetings.
- Will need to bring under new business whether to have a band for the East Hartland parade with a cost of \$800. This was not put in the Corporation budget.
- The board will have to make sure money is put in the parades on the next budget.
- Annual Points Survey Results should be conveyed to the members. Secretary Baldwin will send out an email to inform the members.

Town Representative's Report: James Speich No Report

Chief's Report – Bruce Appell

- Chief is trying to get the full-time position in HQ filled. They have hired an in-house employee, but her supervisor wants her 15 hours a week until he gets someone to take her position. Her supervisor wants her to work 2 days at her old job and 3 days for the department. The board did ask if there was something they could do to get this straightened out and Jim Speich told the board that he would talk to the town.
- Chief Appell asked Vice President Kline if she could work on some type of calendar for all the events that the apparatus is asked for. This would help make it easier for the chief or his designee to be able to approve where the apparatus is being used or if a piece of apparatus is out of service, it would be beneficial for everyone to have this information available. Some type of system must be in place.
- Board of Education is interested in hosting a firefighter 1 course for high school seniors. The only limitation is they will not be allowed to do live burns.
- Chief Appell told the board that Avon Old Farms School will be starting construction on their campus.
- Firestone will be moving where Dakotas is. They will be knocking that down and the chief is hoping to be able to do some training there.
- Home Goods is moving out of Simsbury and will be relocating in the Marshal's Plaza where the 99 Restaurant was. They will be tearing down the structure and moving the front of the building towards the parking lot. There will be a hydrant for this location in the back of the property.
- The Mack truck had the speedometer taken out and sent out to be rebuilt.

Unfinished Business:

- Annual Points Reimbursement Update – After some discussion about when to change the points across the board from 5 to 7. Brian Baldwin made a motion with Jeff Borges seconding to change the points from 5 to 7 to take effect July 1, 2022. Motion passed.
- Out of Town Tax Abatement – After some discussion Jim Speich suggested that Vice President Kline talk to Grace Tiezzi since she knows a lot about ordinances. Vice President Kline will reach out to Grace.
- Policy Updates
 - MEM 6 Committee got together to go over the suggestions from the membership from the May Corporate meeting. After some discussions at the meeting of the Members in Good Standing Committee it was decided to keep the following requirements.
 - Meeting percentage at 75% since the board will be approving monthly Corporation meetings.
 - The 70 hours of training consisting of Monday nights and other training will stay but the outside training will have to be approved by the training division.
 - One suggestion was for the Veteran membership status should stay, but the committee feels there is no need to keep.
 - MEM 6 will come back to the board for approval at the August Board meeting if By-Laws Articles I and V are approved at the July Corporation meeting.
- AOG AA-4 Physical Policy – After some discussion the board decided to have Vice President Kline and Jeff Borges to look over NFPA1582 and then to have a meeting with Captain Corrado and Chief Appell to make sure this AOG is consistent with the revised NFPA 1582.
- AOG AA6 – Restricted Duty and Light Duty. Captain Corrado had a chance to look over the changes that the Board had proposed for this AOG, and he approved the wording. The board looked it over one more time and Brian Baldwin made a motion with Kristen Shaw seconding to approve the AOG with the proposed changes. Motion passed.
- New AOG JD-8 Steward Job Description – After looking over the document and making minor changes Gina Kline made a motion with Jeff Borges seconding to approve JD-8 with the corrections made. Motion passed.
- Open Positions for Chaplain and Good & Welfare – Jeff Borges with work on job descriptions for these positions.
- Neighborhood Assistance Act – Gina Kline
 - Town collects all the applications and passes them along.
 - This year Gina Kline asked for solar panels for Stations 2 and 4.
 - Jim Speich suggested next time go for Thermal Imaging Cameras
- Suggestion Box – Gina Kline
 - One suggestion was to leave the types of membership alone.
 - Another suggestion was for the officers to sit in the front of the room at Corporation meetings and not be on their devices. Officers should sit among the membership.
 - Suggestions should be collected by members and not just board members.
 - The answers to these suggestions will be send out via email by Secretary Brian Baldwin.

Bring Under New Business:

- Jeff Borges made a motion with Gina seconding to bring the following under New Business
 - Approval of band for East Hartland Parade in the amount of \$800.
 - Monthly Corporation meetings.
 - Both items were approved to bring under New Business.

New Business:

- Annual Awards – Tom Post
 - Tom Post finally was able to have a meeting with Joe Piccirillo. They have worked on the awards and Tom will put everything together and have it ready for the August Board meeting. He is working on every member who is to receive an award to have a choice of what they would like.
- Fundraising for the Mack
 - President Nancy Crozier and Vice President Gina Kline will talk with Dennis Bianchi on ideas for fundraising for the Mack.
- Monthly Corporation meetings – AOG CM-3
 - After some discussion Gina Kline made a motion with Tom Post seconding to have monthly Corporation meetings and to approve the changes to AOG CM-3 which changes the verbiage from bi-monthly to monthly Corporation meetings and the Quorum for all Corporation meeting will be 50% of Regular membership. Motion Approved.
- Band for East Hartland Parade – Jeff Borges made a motion with Kristen Shaw seconding to have a band at the East Hartland Parade for the cost of \$800. Motion passed.
- Chief Selectin Process – Gina Kline
 - Gina presented to the Board the timeline for the Chief Selection Process. What needs to be done by a certain date.
 - Gina will be contacting the surrounding towns to see what their job requirements are, just to see if there some areas of the department's job requirements that should be looked at. This is not to change the job qualifications it is just to see if there are some qualifications that the board might want to incorporate into the job description.
 - Members of the Selection Committee are Jeff Borges, Joe Farzinzad and Jamie DiPace. They are charged with the following:
 - Assess candidates- this means to review letters of intent received and assess candidates' eligibility based on minimum requirements.
 - Solicit and assemble members of Oral Examination Panel to consist of 3 chief officers from outside agencies, 1 Town representative, 1 Regular member from AVFD and 1 Board of Directors member.
 - Draft interview questions and scoring tool for oral examinations.
 - There will be a special meeting of the Board of Directors to go over the Chief's job description once the feedback from other departments are done.
 - July 1 memo will go out from the President asking for candidates who would like to apply for the chief's position.

Next Board meeting will be July 5, 2022

Meeting adjourned at 23:21 (GB)