

956th Board of Directors Meeting, November 8, 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, J. DiPace, J. Farzinazad, G. Kline, T. Post, K. Shaw, and James Speich. Excused: J. Borges, and R. Deming.

Other Members Present: Jean Barton, and Mark Wilson.

Minutes of the 955th Board meeting were approved with the following corrections. Under Unfinished Business Awards added Joe Piccirillo to state he worked alongside Tom Post. Under the Chief's Report for the CIP Budget clarified what the \$2.3m was for. It was for a new ladder truck.

Communications from Members: None

Board Representative Reports:

- Company 1 – No report
- Fire Police – No Report
- Company 3 - No Report
- Company 4 – Jeff Borges forwarded an email he received from Mike Galliher asking if the By-Law stating the conditions to become a retired member could be changed back to the original verbiage which was a member could become a retired member if they were 50 years of age and was a member for 10 years or the member could become a retired member after 20 years on the department. This will be brought up under new business.
- Headquarters – Kristen Shaw
 - Dennis Bianchi asked Kristen to check with the board to see if anything was going to be done for George DeFranzo since he is now a retired veteran status. This will be brought under other business for discussion.
 - A member asked Kristen to check on the requirements to receive the tax abatement for life after 25 years. If a member has 25 years, but still wants to continue to be a member of the department and that member has had 5 good years before his 25th year and then after a few years after his 25 years he can't for whatever reason have a good year or two will that member lose his lifetime tax abatement? This will be brought up under Other Business.
- Explorers – Tom Post
 - Home coming bonfire went well. There were 12 Explorers who helped with this event.
 - There is 1 new applicant to be interviewed and possibly another new applicant.
 - Red helmets have come in, so we are good with helmets now.
 - The Explorers will be meeting with the steward to see what is needed this Wednesday night.

Treasurer –Ryan Deming No Report Submitted

Town Representative's Report – Jim Speich

- Jim asked Chief Appell if the CIP budget had been submitted to the town. Chief Appell replied that it had been submitted to the town.
- Jim asked if the board had someone to replace the outgoing treasurer. He was told that Sue Jansen will help for now until a treasurer can be found.

Town Representative's Report cont.

- Town Council was very receptive of the CGR report, and they would like to start forming a planning committee. The board should make sure that they are on top of this to make sure they keep in touch with the Town Council. The board needs to finalize a plan to get the projects going. They should be working on a list of what they would like to see in the plans for all stations.
- Jim did a draft to the Town Manager, Brandon Robertson stating the board unanimously accepted the CGR Group final report and is looking forward to working with the Town on the recommendations in the report. He distributed this draft memo to the board members for their approval.
- The board should work on the three phases.
 - Phase I needs to concentrate on all the renovations and/or new facilities.
 - Phase II should concentrate on all apparatus needed
 - Phase III should concentrate on membership

President's Report: Nancy Crozier

- VCOS – President Nancy Crozier and Lt. Ray Crozier are going. Jamie DiPace brought up that the board approved 2 board members would go. Gina Kline was going to try but could not go due to work schedule, but Jamie said then someone else should have been offered the opportunity to go.
- Annual Dinner is November 19th. Alexa Shuck will be putting together the slide show.

Chief Report: Bruce Appell

- Annual Dinner – There is no assigned seating. The dignitaries will need to be assigned tables. It should be a mix of chiefs and board members.
- Next Wednesday, November 16th is the Hartford County Chiefs' dinner, Ann Ryan, Peter Delap and Tom Post will be doing the cooking. The Explorers will be serving,
- A resident of Hunter's Run is moving and has asked the department if they would like the furniture and other items that they would like to donate to the department.
- Renovations for HQ office and new carpeting in the board room, foyer, hallway and lounge areas. The quote for new furniture for the office is \$14,000. The flooring for the office and carpeting in all the other areas has been quoted at \$9,000. Still waiting for the painter to get his quote in. The money for these projects was encumbered last fiscal year.
- Membership Numbers – Susan Guimaraes has been working on the membership numbers. They are as follows: 26 entry firefighters, 21 support firefighters, 11 fire police, 22 Administrative Support, 21 Explorers, 2 new Probationary Members, 2 Applications received.

Committee Executive's : Jamie DiPace

- There was no report from the Recruitment Committee
- Social Committee – Kristen Shaw
 - The October social event at Try It Tap was very good. There were about 14 member who attended.
 - In December each station will be able to decorate, and we will have the public vote for the best station decorations via our social media accounts.
 - December 10th will be a Secret Santa party for adults. An invitation has been sent to Avonfire and we are looking forward to a good time.
- The history committee will be meeting in the next week or two.
- Fundraising – Dennis Bianchi
 - Letters went out on September 9, 2022.
 - Total donations received at last count was \$43,240.77 which includes the total expenditures of \$6,608.60 for the printing of the letter and stamps,
 - Clambake raffle raised over \$1,000
 - Car Hardware Yellow Bucket Fundraising Event brought in \$314.55.

Committee Executive's Report cont.

- Fire Prevention – Dennis Bianchi
 - Did fire prevention at the following pre-schools
 - Avon Nursery School 40 children
 - Educational Playcare 90 children
 - Pre School Cadence Academy 40 children
 - A Place to Grow 35 children
 - ABC Building Blocks 80 children
 - Fire Prevention – Public Education Dennis Bianchi
 - Pine Grove School/Roaring Brook School Kindergarten and First Grade Both Schools 400 children
 - Fire Marshal Poster Contest forms given out to both elementary schools.
 - Recruitment/Retention and Fire Prevention Dennis Bianchi
 - West Avon Congregational Church Fair
 - Avon Senior Center 9/11 Hero's Day put on by the Lion's Club
 - Italian Club Fair Friday night and Saturday
 - United Methodist Church Fair
 - Community Relations Dennis Bianchi
 - Town wide Halloween Party there were 569 people who attended
 - Farmington Valley Academy 200+ people attended
 - Santa Express is the next event that Dennis will be working on.
- Jamie DiPace is teaching the STEP program at Thompson Brook School to the 6th grade,
- UNICO is having a Veteran's Breakfast at the Senior Center. The tickets are \$15 each. The board will bring up possibly purchasing 10 tickets under New Business.

Unfinished Business:

- Public Relations – Jim Speich
 - Draft of Request for Information
 - Drafted a list of some objectives to see if we could get some feedback before hiring someone.
 - Drafted a list of some tools and tactics to see if we could get some feedback before hiring someone for this position.
 - Will have to put more money into the budget if we want someone who is willing to do all that we need them to do.
- Open Chaplain Position:
 - Jamie DiPace talked to the pastor at West Avon Congregational Church. He would like to know more of what the department would expect from him.
 - Jamie DiPace talked to the new priest at St. Ann's Church. Since he is new, he would not want to take this on right now, but if the department needed him he would help out if he can as needed.
- Annual Dinner – Alexa Shuck is doing the slide presentation. Chief Appell has some photos that Alexa can use.
- 2023 Calendar – Explorers will be doing this with help from the advisors. The board will be able to view the project before it goes to print. Will set up a folder in Dropbox for photos that will be good to use and that the advisors will have access to.
- Website Update – Ramona Mansfield is glad that some of the Explorers want to help with this. She will be working with Explorers and advisors on this project.

Unfinished Business cont.

- Policy Review – Gina Kline
 - MEM-3 after feedback from the membership the board decided to reconvene the taskforce that worked on this project before and have them look it over and recommend any changes to the board.
- EX-1 – Gina Kline - Proposed changes to this AOG are as follows:
 - Change second signature needed from \$5,000 to \$10,000.
 - Authorized Purchases wording change to Any unbudgeted expenditures in excess of \$10,000 will require prior notification to the Board of Directors before authorization to purchase is granted.
 - Expenses associated with the following activities will require prior Board approval regardless of the dollar amount of the source of funds.
 - Building construction or renovation for any fire station or building used for fire department purposes.
 - Vehicles of any kind including fire apparatus, support vehicles, trailers, etc.
 - Hiring personnel into permanent paid positions in support of Department operations.

Michael Galliher's email was read, and the board decided to let Jeff Borges know that the Committee Executive will move it to the next process which is a formal request by Mike Galliher to change the By-Law in regard to Article V Retired member status to the board and the board will then decide if it agrees and will bring it before the membership for a vote.

New Business:

- New Duty Vehicle – This was tabled for now.
- Company 2 transfer switch – This transfer switch is needed. The cost is \$2,940.00. Tom Post made a motion with Joe Farzinazad seconding to approve the expense of the new transfer switch from Corporate monies.
- George DeFranzo – Retirement Status votes. Gina Kline made a motion with Tom Post seconding to approve to move George DeFranzo to retired status. Motion Passed. Tom Post will check with his family to see what type of Service Award he would like and report back to the Board.
- Yard Goat tickets. – The board decided to wait on these to see if the Firefighter Memorial will be selling tickets as a fund raiser.
- Santa Express – Dennis Bianchi is asking the board to support this event again. He is figuring roughly \$35 per child or up to \$700. He has responses for 20 children right now.

Bring Under Other Business:

Gina Kline made a motion with Joe Farzinazad seconding to bring under Other Business the following:

- Money for stations decorations contest
- Purchase of tickets to the Veteran's breakfast.

Other Business

- Holiday stations decorations for contest – Joe Farzinazad made a motion with Tom Post seconding to give each station \$200 each up to \$800. Motion passed.
- Veteran's breakfast – Tom Post made a motion with Gina Kline seconding to purchase 10 tickets. Motion passed.

Next board meeting will be December 6, 2022

Meeting adjourned at 2230 (GB)