

958th Board of Directors Meeting, January 3, 2023

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

Pledge of Allegiance

Board Members Present: Bruce Appell, Brian Baldwin, Jeff Borges, Chip Carpenter, Jamie DiPace, Joe Farzinzad, Gina Kline, and James Speich.

Board Members Present on Zoom due to illness: Nancy Crozier and Tom Post

Other Members Present: Jean Barton, Connor Goldie, Sue Jansen, Victoria Haskins, Tom Kline, Jay McCaffrey, Erin McCall, Steve McMahon, Robert Sanderson, Dave Theriault, and Mark Wilson.

Oath of Office:

- The Oath of Office was taken by Chip Carpenter, a new member of the Board and Gina Kline and Thomas Post, members reelected to the board.

Executive Session:

- Brian Baldwin made a motion to go into Executive Session with Jeff Borges seconding. Went into Executive Session at 19:15 to discuss the Executive Board Member slate.
- Brian Baldwin made a motion to come out of Executive Session with Jamie DiPace seconding. Came out of Executive Session at 19:45.
- Secretary Brian Baldwin presented the slate to the Board of Directors to vote to approve the slate.
- Tom Post made a motion with Jamie DiPace seconding to approve the slate as follows: Motion Passed
 - President Gina Kline
 - Vice President Nancy Crozier
 - Secretary Brian Baldwin
 - Committee Executive Jamie DiPace
 - Treasure Joe Farzinzad

Minutes of the 957th Board meeting were approved.

Communications from Members:

- Chief Kline presented the board with a quote for an owl camera and case to be able to do Zoom meeting. The quote came in at \$1,200. The board will take this up at a later board meeting.
- Jamie DiPace had done quite a bit of thinking about the North Haven firefighter that lost his life due to a heart attack. He feels the board should do more for health and wellness for the members. Maybe bring in some people to help members with eating better and exercising. He was just mentioning those two, but there might be more ways to get the members to think about their health. Jamie suggested maybe the retention committee would investigate something along these lines or even make a subcommittee of the retention committee to take this task on.

Board Representative Reports:

- Company 1 – Joe Farzinzad No Report
- Fire Police – Gina Kline No Report. Chip Carpenter will now be the Board Rep for fire police.
- Company 3 – Brian Baldwin No Report
- Company 4 – Jeff Borges No Report
- Headquarters – Tom Post will be the Board Rep for HQ along with the Explorers
- Explorers – Tom Post
 - There were 21 Explorers and Advisors at their holiday party. It was held at Chili's
 - Connor Golder is now 21 years old and should be an official advisor.

Treasurer – Acting Treasurer Sue Jansen

- Sue explained to the board that she feels the town grant money should not be included in the financial for the corporate account. It should be separate, and she told the board that there were some areas that needed to be cleaned up and she will work with Grace Bianchi to get this done.
- She will be helping Joe Farzinazad while he gets use to the books for the operating budget and the corporate budget.
- Sue Jansen will file for an extension of the corporation's 990 tax form.

President's Report: Nancy Crozier and Gina Kline

- Unless there is a last minute emergency all board members who will not be attending a board meeting must let the president or vice president know. This way they will know if there will be a quorum or not,
- Town Council meeting is this Thursday, January 5th. The purchase of new apparatus is on the agenda. Please try to attend this meeting if you can.
- January 24, 2023 will be a vote by show of hands to purchase the 2 new trucks. If you own property in town, you will be eligible to vote. Please try to attend,
- Thank you to all the board members for a good year.

Chief Report: Bruce Appell

- A donation of \$2,500 was received from the Connecticut Water Company for the 2022 Neighborhood Assistance Grant. Our submission was to install solar panels on fire house roofs, but this is not recommended at this time given the changes planned for Stations 1, 3, and 4. The Board needs to determine if they want to explore the feasibility and benefit of installing solar panels at Station 2 or if they will submit a letter to the Town to use the money for other purposes (i.e., new heating system)
- Pecora would like to donate smoke detectors and CO2 detectors to the department.
- Renovations have been started on the HQ office. The painter will start on January 14 and work on weekends. Once the painter is finished the flooring will be installed. The new office furniture will be ready to install on February 1st.
- Since everything that was in the HQ office is now in the meeting room, the Chief suggested that the Board cancel the Corporation meeting. The Board discussed and agreed with canceling the meeting. Chief Appell was asked to notify Deputy Chief Gelber so that a full two-hour drill could be planned.

Committee Executive's : Jamie DiPace

- The Retention Committee will be meeting this Thursday. An email was sent to all members that are interested in joining the committee to come to this meeting and bring some ideas.
- Dave Theriault and Dennis Bianchi are doing the Good and Welfare.
- The Santa Express was a success. There were 9 families who participated with a total of 18 kids that received presents from Santa.
- Dennis Bianchi is in discussion with the health teachers at both elementary schools to teach fire prevention this spring.
- On the retention side the department must find out what the town will help with. The membership should be working on what is in the report and get a plan to bring to the town.
- Do an inventory of what the members have now and what is working and what is not.
- Use the CGR report as a guide to get things done.
- Recruitment has nothing scheduled right now. Need to look at the interior firefighters at each station to determine how many members are needed and provide targeted recruitment. Initial focus for Recruitment Committee will be on Company 1.
- History Committee will be meeting the third Thursday of the month,

Unfinished Business:

- Chaplains – Nothing to report. It was suggested to talk to the deacons of the church to see if they would be interested in helping the department. Still need to get a list of what the chaplain should and can do. Jamie DiPace suggested getting in touch with the Connecticut Fire Chaplain Association. They might be able to help.
- Proposed By-Law Change Article V section 6 re: Retired Status
 - Michael Galliher brought to the attention of the board that he would like to see this section changed back to the original verbiage stating that a member was 50 years old and had 10 years in the department and they wanted to go to Retired Status they could. Or if they were not 50 years old but have 20 years in the department they could go to Retired Status.
 - The board decided to have the board members go back to their members and find out their opinions and report back to the board next month.
- Operating Budget –
 - The chief and some members of the board met with Brandon Robertson, the town manager and Brandon requested that the chief and board prioritize the 5 top expenses needed to keep in the budget. The big expenses right now on the budget are Public Relations Person \$60,000, Duty Stipend \$45,000, Service Award Program \$32,000, and Chief's car lease \$20,000.
 - After some discussion the board came up with the following priorities to keep in the budget.
 1. Service Awards Program
 2. Duty Stipend
 3. Public Relations Person
 4. Chief's Car Lease
- Service Award Program – May have to look at doing ½ of the expenses out of budget and the other ½ out of corporate. This can be decided later.
- Suggestions from the Suggestion Boxes
 - One suggestion recommending what the Board should and should not focus on was shared.
 - A suggestion from an old, locked suggestion box from Headquarters was also read.
 - From this suggestion box the following were requested
 - ✓ For clarity on the Department's policy on Cheer and Welfare.
 - ✓ For clarity on the policy for donations to a charity when a loved one's member passes on.
 - ✓ A request for better communication from officers to members

New Business:

- 2022 Tax Abatement Awards
 - The Board reviewed the 2022 list of members for the Annual Tax Abatement and discussed how the award has historically been determined. After some deliberation, the Board decided to keep the award method consistent with prior years until the review and update of the Member in Good Standing Policy (MEM-3) has been completed. There was also some discussion on how the Lifetime Tax Abatement award would be determined. This discussion was also tabled pending the Member in Good Standing review. A decision regarding the Lifetime award for members that retired in 2022 will be made prior to the 2023 submission.
- Fryer – The fryer that was in the kitchen is no longer used or needed. After some discussion the board approved to donation it to one of the clubs in town. A motion was made to donate it to a club to be determined by Jeff Borges and seconded by Joe Farzinzad. Motion passed.
- Appointed Board Member – The board will investigate what is needed by the department. Possible someone that has public relations expertise or someone to help with retention. This position will be a voting position. The board will investigate this position further and decide what is needed.

New Business cont.

- Appointment for LOSAP Board – After some discussion it was decided that there were two positions open on this board. Chip Carpenter made a motion to appoint Joe Farzinza and Chief Bruce Appell to this board with Jeff Borges seconding. Motion Passed.
- Annual Blood Drive – Erin McCall explained to the board that she has tentatively set April 7, 2023, aside for the blood drive at the Company 1 fire house. She is looking at 11:00 am to 4:45 pm. She will need help from members of the department. Dennis Bianchi told her he would do the canteen, but she needs people to help register donors. Chip Carpenter made the motion with Joe Farzinza seconding to have the blood drive at Company 1 on April 7, 2023. Motion passed.
- Adding new Treasurer and President to the bank accounts
 - Jeff Borges made a motion to add the new treasurer, Joseph Farzinza to the bank accounts as a signer with Brian Baldwin seconding. Motion Passed
 - Jamie DiPace made a motion to add President Gina Kline to the bank accounts as a signer with Chip Carpenter seconding. Motion Passed.
- Removing past Treasurer and President.
 - Brian Baldwin made a motion to remove Ryan Deming, past treasurer from all bank accounts with Chip seconding. Motions Passed
 - Jamie DiPace made a motion to remove Michael Galliher, past president from all bank accounts with Jeff Borges seconding. Motion Passed.
- Brian Baldwin wanted it noted in the minutes that Vice President Nancy Crozier will still have signing authority in her role and should continue to be named on the bank accounts as an authorized signer.

Executive Session: Member change status request

- Joe Farzinza made a motion with Chip Carpenter seconding to go into Executive Session. Motion Passed. Went into Executive Session at 22:02
- Brian Baldwin made a motion with Jeff Borges to come out of Executive Session. Motion Passed
Came out of Executive Session at 22:19

Results of Executive Session:

- Brian Baldwin made a motion to not change the member status with Jeff Borges seconding. Motion passed.

Next board meeting will be February 7, 2023

Meeting adjourned at 22:20 (GB)