

961st Board of Directors Meeting, April 27 , 2023

The meeting was called to order by President Gina Kline at 19:10

Pledge of Allegiance

Board Members Present: Bruce Appell, Brian Baldwin, Jeff Borges, Chip Carpenter, Nancy Crozier, Jamie DiPace, Steve Gwizdak, Gina Kline, Tom Post, Kristen Shaw, and Jim Speich.

Other Members Present: Jim Bayne, Andrew Kline, Tom Kline, Erin McCall, Jim Reber, Ben Shapiro, Peter Tedone, Dave Theriault, Robert Theriault, and Mark Wilson.

A motion was made by Nancy Crozier and seconded by Kristen Shaw to accept the minutes from April 6, 2023, Board meeting with the following changes: Motion passed.

- Under Board Members Present remove Jeff Borges as attended. He was absent.
- Under Communications from Board Members – Jamie DiPace's commending the organization at the fire on Hemlock, Jamie wanted the homeowners to be reminded to close doors between a garage that is on fire and the house not the members of the fire department.
- Under Old Business – Board Representatives Chip Carpenter made the motion with Kristen Shaw seconding.

Communications from Members: None

Communications from Board Members:

- Nancy Crozier
 - Fire Police Association meeting is this Saturday. April 29, 2023
 - Nancy Crozier will reach out to Assistant Chief Speich to be added to the Planning Committee distribution list for emails.
- Chip Carpenter
 - Checking with Susan Guimaraes to see if the Policy Review Committee can meet on May 9, 2023.
 - Need to work out the Member in Good Standing before the Policy Committee can move onto other policies that need to be looked at.
- Steve Gwizdak
 - Will get together with Sue Jansen, Kristen Shaw, and Grace Bianchi to go over some items in QuickBooks to get a better view of what is the current state of finances to present to the board.
- Jamie DiPace
 - Parades – Do we have a band for the Tunxis parade? The CT Firefighters Pipes and Drums will be the band for Tunxis parade. Grace Bianchi will check with Captain Dave Bourgoins to see if he would like a band for the East Hartland parade.
 - Communications Committee will be meeting May 2, 2023
 - Recruitment and Retention are working on a variety of events.
 - The History Committee will be meeting this Saturday, April 29, 2023, at 10:00am to move items upstairs.
- Tom Post – Explorers
 - There are 2 new members and 1 candidate to be interviewed.
 - In the next 4 or 5 months there will be some Explorers that will be applying for regular membership with the department.
 - West Avon Rd. fire the Explorers were very helpful and were looking for more tasks they could do during and after the fire. They moved hose and did bottle exchange. Mutual aid companies complimented the Explorers on a great job.

Communications from Board Members cont.

- Jeff Borges
 - Company 4 members were wondering if the department was going to give out T-shirts or long sleeve shirts to the members. Jeff was told someone from the board would reach out to the Steward, to see if there were any shirts in storage and if not what the cost would be for new ones.
- Jim Speich
 - Thursday, May 4, 2023, the town council has on its agenda the building again.
 - Looking forward to the treasures report. Looking to get the operating budget items out there because it seems we are concerned about the corporate budget, but we should be concerned about the operating budget as well.
 - Encumbered Funds – July is coming up and we need to know what will be encumbered. Last year this information was found out late. Just want to make note that the time is approaching.
- Gina Kline
 - Gina Kline had one matter regarding the FOI matter, but the board can decide if they need to go into Executive Session or not later.

Old Business:

- Fundraising Letter – The Communications Committee is working on this. This committee is looking at different ways to get the fundraising campaign going. One possible way is to get something in October around First Responder Day in October and to use social media before sending out the final document. The committee has a rough draft but will have something to show the board at the May board meeting.
- Avon Little League – We missed the opportunity to sponsor a team. We still have a chance to do a banner at movie night. The banner is ready to go just need someone to approve it. The price for the department to sponsor a banner is \$260.00 which includes the Avon Little League having the banner made. The board liked the banner so much that they are thinking about getting one to put on the side of an engine when we do recruitment events. Some of the board members thought about doing a shirt with the picture and wording that will be on the banner. They even thought that they could have some made up with just the picture of the dalmatian in a fire hat to sell. The recruitment and retention committee chair will inquire about prices to have some shirts made for the members and to sell to the public along with pricing of banners. President Kline asked Jim Bayne if he could get pricing for banners for the trucks.
- Proposed By-Law Change Article VI
 - Gina talked to Steve McMahon about the board's position on this proposed change to let him know that the board feels at this time it is not a good time due to the CGR report that the town is working with and trying to implement changes.
 - She also thinks the board should investigate the personnel part of the CGR report to get more information together before considering this change. President Kline told the board members they should consider the following steps to take.
 - The board members must look at the root cause of the dissention. Look at the CGR report to get an idea of how to address this issue.
 - Look at the CRG Report and act on what is in the report.
 - The board members should look at the survey and go back to the members to see what needs to be done.
 - The Primary focus is to get dialog with their companies and get something in place to work with members. Board members need to talk to their members to get some feedback and assure them the board heard their thoughts and will work with them.
- Proposed AOG Change AOG EX-3 added verbiage with regards to Good and Welfare. Was reviewed by the Board but not approved. The item was referred to the Policy Committee to add language regarding eligibility for Good and Welfare and to add language outlining sponsorship requirements.

New Business:

- Safety Committee – After some discussion the board decided to have Chief Appell look over the verbiage in the Operations Manual and to bring it back to the board what he has put together so the board can look it over and move it to an AOG.
- FOI Training will be on Thursday, May 18th at 7:00 pm at Company 1. This will be a special board meeting with only the FOI training on the agenda. The town attorney, Attorney Harrington will customize the training for the department. This is an open meeting for all members, officers, and is mandatory for all board members.
- AVFD Status Change Exploration - Steve Gwizdak, Assistant Treasurer investigated changing our IRS status from 501c4 to 501c3. Steve will look up the difference between the two and report back to the board. Steve feels that to fill out the form to make this change will take anywhere between 5 and 20 hours. The cost to accomplish this will be \$600.00 and Steve feels that the department will get approved. Steve will do more research and get back to the board.
- 2023 Neighborhood Assistance application – Nancy Crozier worked on this. The department is going to request \$32,800 to replace the boilers at Company 2 and Company 4. The cost for Company 2's new boiler is quoted at \$17,100 and Company 4's new boiler is quoted at \$15,700. After some discussion of whether the Company 4 new boiler should be put in the application since the town is looking at doing major renovations on all stations the board decided to leave it in and see what we receive from the application. Due date for the application is May 12, 2023. Jamie DiPace made a motion to approve the application to be submitted for both boilers with Jeff Borges seconding. Motion passed.
- Jefferson Fry Company Promotion Contest – Jim Bayne submitted his recipe for Firehouse Fries and won the contest. He and a few members have a chance to go to Jefferson Fry and make his recipe. The owner of Jefferson Fry told Jim he would like to make this into a fundraising event for the department. For every order of fries purchased, he would donate \$5.00. Since the restaurant is in the Farmington Valley Shoppes in Canton, Chief Appell will reach out to the chief of the Canton fire department to see if they would want a truck at this event. The date of the event is May 17, 2023. This company is open from 11:00 am to 8:00 pm. Chief Appel asked Jim Bayne to send him an email and he will take care of contacting the fire chief of Canton.
- Recruitment Video – Ben Shapiro presented to the board a quote to do a recruitment video. Ben checked out some companies that do this type of work and decided to go with Matt Van Ness who is a firefighter himself and owner of MV Film Productions. He has done videos for other fire departments. He quoted \$5,000 to do 30 seconds, 60 seconds, and 90 seconds videos from the raw video. He will also give us the raw footage of the video and the final edited video. The Chief asked if Ben could find out what the price would be to add another short video about the Explorer program. Chief Appell said he could contact Matt Van Ness about adding the Explorer program to the video. This money can come out of the operating budget for Recruitment and Retention. Jeff Borges made a motion with Chip Carpenter to accept this proposal. Motion passed.

Chief's Report: Bruce Appell

- Slowly getting all the attendance sheets for the membership. The information so far from First Due is as follows. A total of 33 entry members, 54 support members and 20 administrative members. This makes a total of 107 members. There are 19 Explorers, but 2 new Explorers just came so the total for Explorers is 21.
- Monthly call volume stayed the same at 44. The fire volume is up a little bit.
- Hose testing will be starting This week. We have one person helping with moving the trucks,
- June 1, 2023 is Fire Service Day at the nation's capital. This is where you can meet with legislators from Connecticut. You meet with the legislators in the office building not at the capital. Chief Appell and Assistant Chief Joe Speich will be attending this year.

Chief's Report cont.

- We can do some training at the old Dakota's building before it is torn down. Working on a training schedule.
- Preparing to go to the Firehouse Design conference in May that is being held in St. Louise. Chief has a survey to fill out to give some background on what we are looking to do in Avon. Chief Appell will have Jim Speich look over the survey as well.
- Encumbered Funds – Chief Appell knows that there is \$8,000 worth of repairs to the tanker. The other item that will probably have to be encumbered is Engine 11. We are in the process of getting quotes for body work, paint by the rear wheels is chipping. Chief Appell has pricing on just doing the repairs, painting the back, and painting the whole truck.
- Chief Appell is having graphics for the new painted upper doors at Company 1. He is thinking one side of the door would have a Maltese cross with Company 1 on it and the other side of the door would have the Maltese cross with HQ in the middle. Once he decides on a design, he will send that information to the board.

Meetings Schedule:

- May 15th Corporation Meeting
- May 18th FOI Training
- May 25th Board Meeting

Meeting adjourned at 21:30 (GB)