

**MINUTES OF THE 898<sup>th</sup> CORPORATION ANNUAL MEETING January 8, 2024**  
**MEETING WAS IN PERSON AND ON ZOOM**

President Gina Kline called the meeting to order at 19:10  
The Pledge of Allegiance was recited.

**Roll Call:** Present In Person: 28 Present on Zoom: 22

**Membership News:**

- Jim Baynes has been moved up to Regular Member status.
- Spencer Shaller with Company 1 had resigned,
- Ben Shapiro has transferred from Fire Police to Company 4.
- Tori Haskins was presented with a black helmet for passing Firefighter II.
- Phillip Kholond will receive his yellow helmet for passing Firefighter I.

Ken Sedlak made a motion to accept the November 30<sup>th</sup> Corporation minutes with Tori Haskins seconding. All in person members voted to approve with 15 online members voted to approve. Motion passed.

**Presidents Report – Gina Kline**

- At the November Board meeting Jamie DiPace, Jeff Bernetich and Mark Wilson took their oath of office. Jamie DiPace was voted for a 3 year term, Jeff Bernetich was elected and will fill the vacancy on the board and that is for 2 years, Mark Wilson was elected for a 3 year term.
- Officers for the board was voted on and the following is the results: Gina Kline President, Jamie DiPace Vice President, Brian Baldwin Secretary, Kristen Shaw Treasurer, Steve Gwizdak Assistant Treasurer and Jeff Borges Committee Executive.
- At the December 21<sup>st</sup> board meeting with the chiefs the board collaborated with the chiefs to make a list of priorities that the board and chiefs should work on this year. The board also discussed the duties of a department chaplain and what type of position should be. If anyone knows of someone or if a member feels they would like to take this position please talk to either Brian Baldwin or Chief Appell. This position does not need to be an ordained priest or minister. It could be a deacon of a church or anyone who would be able to help members when there is a death in the family and this person would be the contact person for whatever the family needed. The board has been working on an appraisal form to evaluate the chief's performance and give him positive and constructive feedback on some things that he might be able to do that he is doing really well and things that he has the opportunity to improve on. The board is hoping to approve this document at the next board meeting and do a formal review process with the chief.
- The board decided to put the board modernization efforts on hold at this time. There is a number of other priorities that the board is looking to focus on this year and the president will present them at a later date.
- Based on all the items that were brainstormed we are going to be putting together strategies that are really going to be the drivers of what we focus on for the coming year. The areas of focus will be recruitment training, including leadership development, communication and expense reimbursement, the point system. There are a lot of ideas and thoughts that were discussed that fall into some of those categories. One the board has looked at all the information the board will come to a conclusion on what those priorities are going to be and will report back to the membership.
- The board also talked about the Communications and Public Relations Coordinator roles. So this is really the person that serves on the committee as the chair of the Communications Committee. The board drafted a job description for this position to clarify what it is that the board needs this person to do. If anyone is interested in this position please come to the Communications Committee meeting on Tuesday, January 16<sup>th</sup> at 7:00 pm.
- Assistant Treasurer, Steve Gwizdak is looking into the EB Trust fund requirements.

**Correspondence:**

- Thank you notes were read.

**Treasurer's Report: Kristen Shaw**

- Kristen noted the expenses through December 31, 2023. Some of the expenses that the Corporation are responsible for the Hartford County Chiefs Dinner expenses were \$757. Company 2 new propane tank and propane \$1,536.00. The Annual Dinner expense was \$15,412.00. The awards expenses were \$8,532. Fundraising as of December 31, 2023, is \$51,540.

**Town Representative Report: James Speich**

- The building committee approved Tecton Architect firm out of Hartford and made a recommendation to the town council to approve Tecton. The town council approved and the town has signed a contract. The price to do plans to renovate Company 1 and 4 and to do a new Company 3. There may be additional cost once the architects get a chance to look in the stations. Now it will be up to the members to let the board and the chief know what they would need in the renovated stations and the new Company 3. Once the architect gets going on the plans then the department members, officers and board will have their say in what they would like to see in the plans at each station. Members should come to the Building Committee meetings to see what is being discussed so you have a better idea of what items are being discussed. The architect will be at the February meeting. Jim is quite sure it will be held at Company 1. If you have any questions please contact Jim, Gina, or Bruce.

**AV-1 Chief Appell**

- Now that the contract has been signed, we as the department are going to be terribly busy. The chief suggested that the captains should mark on a whiteboard any suggestions that members of each company would like to see improved or added at their stations. The chief told the members that there would be 2 months before the schematic designs drawings for each station will be done. The town will go to bonding so the department has to be ready with what they would like to see in their stations.
- Thank you to all the members who responded to the two calls on December 18<sup>th</sup> and January 7<sup>th</sup>. He especially thanked the Fire Police for staying to close down roads and waiting for the call to clear.
- Chief Appell did a talk at the library on Emergency Management. He would like to do more talks at the library to talk about volunteering for the fire department and the CERT team. Maybe get other organizations in town to talk about their organization and how much they need volunteers.

**AV-2 Assistant Chief Tom Kline**

- No movement on the radio project. Everything is ordered just waiting for everything to come in.
- There is a new dispatcher and Assistant Chief Kline will be bringing him around to all the stations on a Monday night.

**AV-4 Assistant Chief Sedlak**

- Life Scan will be doing department physicals again this year. This will be a joint event with Simsbury. The dates are February 27 through March 2, 2024, and March 4 through March 6. The physicals will take place at the West Simsbury Fire station. Again, you will sign up on Signup Genius. Assistant Chief Sedlak will be giving out more information as time gets closer.

**AV-5 Deputy Chief Aaron Gelber**

- Next Monday night's drill be here at Company 1. The class will start at 6:30 pm. This class will be on electric vehicle and their safety operations in an emergency.

**Captains Reports:**

- Lieutenant Peter Tedone - Thank you to all the fire police who helped at the December 18<sup>th</sup> call. They did an absolutely outstanding job and coordinated well with mutual aid with fire police from Canton and Burlington.
- Lieutenant Mark Wilson- Will be resigning his commission as a Lieutenant officer for two reasons, one is not complying with PPQ and the other reason is the board would prefer a member of the board not be an officer.

**Committee Executive – Jeff Borges**

- Jeff would like the committee chairs to email him so that he will have information on what each committee is doing that would help him to know what each committee is doing.

**Explorers: Assistant Ken Sedlak**

- Officers, please look at the Explorers schedule and if they are going to drill at your station please try to be there on those nights. This way you will meet the kids and know who they are when they drill with you during the summer or if they are at a call. You do not have to stay the whole drill. Just introduce yourselves so the kids know who you are.

**Old Business: None**

**New Business: None**

**Other Business:**

- Welfare and Cheer – Clarence Evans is having a tough time. Jamie DiPace asked the members who know him to call him and talk to him. It might help Clarence out.

**Meeting Schedule:**

- Communications Committee Meeting – January 16, 2024, at 7 pm
- Board of Directors Meeting – January 25, 2024, at 7 pm
- Corporation Meeting – February 12, 2024, at 7 pm

Motion to adjourn was made by Dave Theriault and seconded by Mike Transue. Motion carried.

Meeting adjourned at 20:04 p.m. (GB)