

970th Board of Directors Meeting, January 25, 2024

The meeting was called to order by President Gina Kline at 19:00

Pledge of Allegiance

Board Members Present: Bruce Appell, Brian Baldwin, Jamie DiPace, Steve Gwizdak, Gina Kline, Tom Post, Kristen Shaw, Jim Speich, and Mark Wilson **Absent:** Jeff Bernetich, Jeff Borges

Other Members Present: Dave Costill, Peter Delap, Victoria Haskins, Tom Kline, Joe Speich, Dave Theriault and Robert Theriault.

The December 21st Board Meeting minutes were approved with a motion from Jamie DiPace and seconded by Kristen Shaw.

Communications from Members:

- None

Board Member Reports:

- Tom Post – Still processing applicants. Usually during mid-terms, the Explorers do not drill so they can study, but they wanted to drill anyways which proves how dedicated they are to the department.
- President Gina Kline
 - On February 10th, the department will present their budget to the Town Council.
 - March 29th the department will be holding its annual blood drive. We need to have people sign up through the Red Cross to donate blood. We will need volunteers to help out that day.
 - President Kline attended an online seminar on Social Media. She was amazed with how we should be using social media and all the legal aspects of putting information on social media.
 - President Kline received some emails from members in regard to the PPQ which she forwarded to Chief Appell.
 - President Kline has received some request to Zoom the board meetings. Going forward we can try the hybrid Board meetings to see how they go.
 - If board members are asked questions about any department matters, President Kline would like to board members to say they will check into the situation and get back to them.

Treasurer's Report – Kristen Shaw

- Total income to the Corporation for the current fiscal year through January 19, 2024, is \$940,445.86.
 - The grant from the Town of Avon was received in August and accounts to \$833,864 of the income received year-to-date.
 - Other revenue (\$15,623.94) received originated from the annual Fundraising letter, donations other than from the annual Fundraising letter and other miscellaneous income including interest, income from the EB Trust, dividends income and the sale of AVFD clothing.
- Total Expenses to the Corporation for December 31, 2023, through January 19, 2024, is \$22,097.
- Steve Gwizdak is still working on the 501c3. He has to send in some paperwork on which he is working.

Old Business:

- **22-04 Fire Chaplain** – Still in the process of looking for someone.
- **23-29 Fire Chief Performance Appraisal Form** – A motion was made by Kristen Shaw and seconded by Mark Wilson to accept the form. Motion passed unanimously.
- **Communications and Public Relations Coordinator** – The board will have to look into hiring a public relations person to collaborate with members of the department.
- **24-01 Strategic Priorities** – President Kline will coordinate a special meeting with board members and officers.

New Business:

- **Architect Programming Meeting** – The architect will be meeting with board members and officers on Monday, January 29, 2024, from 6 pm to 10 pm.
- **AVFD in the News** – If you are contacted by anyone, please refer them to either the President Kline or Chief Appell.

24-02 AOG MEM-2a Proposed Revision

- The proposed revision is due to the department needing entry firefighters. The board members looked over the proposed change which reads: *Effective January 1, 2024, any new member applying to the Firefighter member classification will be required to enroll in a Firefighter 1 program within their twelve (12) month probationary period. A one-time six (6) month extension of this requirement may be granted on a case-by-case basis by the Fire Chief. This requirement may also be waived at the discretion of the Fire Chief on a case-by-case basis to meet the needs of the Department.* After some discussion Brian Baldwin made a motion to accept the proposed change with Kristen seconding. Vote was taken and Tom Post and Mark Wilson opposed the change but motion passed with a majority voting to accept the change.

24-03 Tax Abatement W2 - Some members contacted President Kline about receiving W2 and they wanted to know why they were receiving them. The town issued them because of the tax abatement. President Kline asked Assistant Treasurer Steve Gwizdak to look into this. Once President Kline has all the information, she will put something out to Avonfire.

Chief Appell's Report:

- **23-58 Chief's Staffing Plan for 2024** – Chief Appell provided an Organizational Chart to the board.
- The chief will begin programing with Tecton and H2M Architects on Monday night, January 29th. The first meeting will just be with the leadership of the department. This will be followed up with a meeting with members and other stakeholders.
- **Membership** - The chief is concerned with the number of entry level firefighters the department has. With the revised requirements in AOG MEM-2a he is hoping this will give the department more entry level firefighters. He would like to work on recruiting goals and the department should be looking at some recruitment events.
- **Personnel** – in December of 2023 we had 1 new member applicant but application was withdrawn due to family priority, One regular member added, 1 Explorer applied, but on hold if applicant remains in CT for high school. One member resigned.
- **Current Active Membership:** 108 total members: 32 entry Firefighters, 23 Support Firefighters, 11 Fire Police, 18 Explorers and 24 Headquarters Administrative Members. 12 on LOA:5 medical, 4 educational, 2 personal and 1 military.
- **Budget** – For the CIP budget all the items we requested are currently still in the budget with the exception of the generator at Co. 2.
- **Free Standing Carport** – Chief Appell showed the board members a picture of what he is looking to purchase to be put at Company 4. This free standing carport will be able to keep a support vehicle or one of the fire police vehicles out of the weather. He still has to run this by the zoning board and he will also talk to the resident in the back of Company 4 to explain what he plans to do with the carport.

Meeting Schedule:

- The corporation meeting will be held on February 12, 2024, at 7 pm.
- Board of Directors meeting February 29, 2024, at **6 pm**.
- **WEBINAR:** Must Have By-Laws for Not-for-Profit Fire Departments – February 29, 2024, at 7 pm.

The meeting was adjourned at 2110 with a motion by Brian Baldwin and seconded by Jamie DiPace.

Respectfully submitted by Grace Bianchi Board of Directors Clerk