

978th Board of Directors Meeting, October 24, 2024

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

Pledge of Allegiance

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

Other Members Present In Person: Tom Kline.

The September 9, 2024, special board meeting minutes were approved with a motion made by Jim Speich and seconded by Jeff Bernetich.

September 26, 2024, the board meeting minutes were approved with Kristen Shaw making a motion to accept the minutes with the correction under Retired Member Access. The last sentence should state with these forms as long as the town approved. Mark Wilson second the motion. Motion passed

Communications from Members: None

Board Member Reports:

- President's Report – Gina Kline
 - The Communications and Outreach Steering Committee met and the following are what was discussed.
 - Need someone to take over the social media part of communication. The committee will look at members who might be able to take this over. President Kline will reach out to Christina Adajian since she does have experience in this field. The president feel that this should be put out to the members first and if there is no one to take this over the board may have to consider this as a paid position and look outside of the department.
 - The website needs to be updated. Lynn Sedlak said she would do an audit of the website and work with Ramona to get this done.
 - Looking to have someone work with Dennis Bianchi on public education and different outreach events he does so that there will be someone to take over if Dennis decides to retire.
 - The auditors will be here on Wednesday, October 30th to do an audit of the grant funds that town gives the department.
 - The CIP budget was sent to the town and the presentation to the town council will be November 7, 2024.
 - Tom Post made a motion to add to the agenda the approval of the Annual Dinner contract under New Business and this was seconded by Kristen Shaw. Motion passed and this will be discussed under New Business.
- Jeff Bernetich – The Fire Police are concerned with the elevated level of fire danger. They want to know if something could be put on the website about this.
- Tom Post – Explorers
 - The leaders got together to discuss how to bring more Explorers into the program.
 - Working getting the sounding towns who have Explorer programs to drill together.
 - The Explorer of the Year has been chosen and that award will be given at the Annual Dinner.
 - Collaborating with new Explorers to get them used to the fire ground so they may be able to help at an incident as support.

Treasurer's Report – Kristen Shaw

- Kristen went over the treasurer's report and highlighted some of the bigger expenses. (**See Attachment A**).
- Steve Gwizdak and Kristen explained about restricted funds and it was suggested that some of the funds from Explorers, Equipment and Fire Police be released to use for their intended purposes. The total of these funds is \$4,783. Jeff Bernetich made a motion to move these funds out of restricted funds to a release account to be used in either the recruitment and/or retention line items.

Old Business:

- **Building Committee Updates and Next Steps** – Jim Speich
 - The committee is waiting for the proposal from Techcon to come back for extra work they need to do and there are funds for that.
 - The committee will be looking to prioritize what is needed for the buildings.
 - We are scheduled for a November committee meeting on November 13, 2024.
 - The committee will be going to the Town Council once we receive the proposal.
- **November Board Election** – Open Board Seats
 - There is only one member who has applied for a board position. After some discussion it was decided President Kline will send out an email to the members extending the date to receive applicants.
 - As of July 1st, the conversion to a cloud base platform which is easier to work with was done.
- **Member In Good Standing:**
 - At the September Corporation meeting there were a lot of concerns from the membership about the requirements needed to be a Member In Good Standing. The board feels that a focus committee should be formed to look into changes and what to keep. This focus group should be small with a board member chairing this committee. Jamie DiPace said he would take on this committee. The committee should also look at reinstating the Active Veteran status.

New Business:

- **25/26 Operating Budget (AC Kline)**
 - AC Kline told the board that the department is going to submit a 0% increase in this budget. After some discussion Jeff Bernetich made a motion to approve this budget with Jim Speich seconding. Motion Passed.
- **AGO Proposed Revisions**
 - The following AOG proposed revisions were tabled.
 - MEM 2e Termination of Membership and Reinstatement
 - AA-14 Conflict of Interest Policy (New)
 - AWD-4 Legacy Award (New)
 - CM-3 Corporation Meeting
 - ✓ For this AOG the board has to vote to change the time of the Annual Corporation Meeting start time and also the posting of the meeting 1 day prior to the meeting. Right now, it is 7:30 pm but it needs to be changed to 7:00 pm. Tom Post made a motion to change the time to 7:00 pm, the posting of meetings to 1 day prior to the meeting and tabling the other AOG proposed changes to a later time with Kristen seconding. Motion Passed.
 - ✓ The other change to this AOG is to change the quorums for Regular Corporate and Annual Corporate meetings. The board decided to let the policy committee look into this change.
- **Annual Dinner Contract Approval**
 - President Kline passed out copies of the 2024 Annual Dinner contract to all the board members. President Kline then asked for a motion to approve this contract. Jeff Bernetich made a motion to accept this contract with Kristen Shaw seconding. Motion Passed.

Chief Report: Bruce Appell

• **News:**

- The 9/11 Memorial Ceremony occurred at Station 1, which went very smoothly. Other events included: Carr Hardware fundraiser, Italian club festival, and the West Avon Congregational Church fall fair.
- Radio system: equipment to be installed over the next couple of months.
- Duty crews are working well. We can't have staff in every position, but Friday nights have worked out well.
- The "running cards" for dispatching resources have been finished, and they are being reviewed by officers.
- Dispatch from 11 pm to 7 am is now being managed from Farmington dispatch center.

• **Apparatus/Equipment:**

- We are continuing to look at carports for Co. 4 and Co. 1,
- T-18 and T-15 are sold.
- Lader 12 should be ack by the end of this week.
- The new Fire Police truck has been ordered.
- T-17 will be relocated to Co.1

• **Buildings:**

- Working on specifications for generator at Co. 2. Working through Sourcewell for both 2 and 3.
- The generator at Co. 3 will be replaced. Waiting for the approval from Bruce Williams.
- Co. 2 rear stairs – Chief is getting quotes to replace landing by rear door. No action on this yet.
- Co 4 exterior lighting: waiting for an electrical contractor,

• **Incidents:**

- There were 61 incidents in September 2024, compared to 77 incidents in September 2023

• **Training:**

- Live burns are coming up.

Jamie DiPace made a motion to adjourn with Mark Wilson seconding. Motion Passed. Meeting adjourned at 21:11

Meeting Schedule:

- Town Council Meeting – November 7, 2024, at 7 pm (Selectmen's Chamber)
- Corporation Meeting – November 18, 2024, at 7 pm
- Building Committee Meeting – November 13, 2024, at 7 pm
- Board of Directors Meeting – November 21, 2024, at 7 pm.

Reminder: Annual Dinner at the Farmington Polo Club – Friday, November 22, 2024.

Respectfully submitted by
Grace Bianchi
Board of Directors Clerk

Memo

To: Board of Directors
From: Kristen Shaw, Treasurer
Date: September 30, 2024
Re: Treasurer's Report for 09/30/2024

Income

- Total income to the Corporation for the current fiscal year through September 30, 2024 is **\$860,530**.
- The grant from the Town of Avon was received in August and accounts for **\$858,320** of the income received year-to-date.
- Other revenue received thru September 30th (**\$2,429**) originated from:
 - Donations, other than from the annual Fundraising campaign, received by the Department (**\$0**), and
 - Other miscellaneous income (**\$2,429**) including interest income, income from the EB Trust, Dividend income and the sale of AVFD clothing.

Expenses

- Total expense to the Corporation for September 1, 2024, through September 30th is **\$38,011**.

Spending by category is outlined on the following page.

Expenses not funded through the Town Grant are noted in blue below.

Note: The total fundraising expenses for September is \$6,399. The year-to-date total from July to September 30, 2024 is \$8,686.

Expense Type	Amount	Notable Items
Administrative	\$2088	<ul style="list-style-type: none"> • Carnival-\$1,386
Explorers	\$297	
Equipment	\$3,885	<ul style="list-style-type: none"> • Ice Rescue Suit-\$2,036 • Emergency plug-\$925
Facilities	\$455	
Fire Prevention	\$1,612	<ul style="list-style-type: none"> • Carbon Monoxide and natural gas alarms
Technology	\$5,806	<ul style="list-style-type: none"> • Comcast-\$2802 • AT&T Cell phones and ipads-\$984
Personnel	\$6,307	<ul style="list-style-type: none"> • Clambake-\$4262 • Background checks,2 members-\$562 • Fallen FF Memorial Honors Dinner-\$500 • Parades-\$251
Training	\$6,822	<ul style="list-style-type: none"> • Firefighter 1-\$950 • Lexipol-\$4583 • Travel expense for VCOS and First Due-\$1,289
Vehicles	\$10,739	<ul style="list-style-type: none"> • Deposit for Custom Truck Body-\$10,000

Balance

- Net income balance remaining is **\$768,987** of the \$858,320. Total Fundraising dollars remaining are **\$56,314** of the \$65,000.