

The Avon Volunteer Fire Department, Inc. (AVFD)

992ND BOARD OF DIRECTORS MEETING
Company 1, 25 Darling Drive, Avon, CT 06001
Meeting Hall
Thursday, February 26, 2026, 7:00 p.m.

MINUTES

1. CALL TO ORDER/ATTENDANCE: 7:03 p.m. Present: Mark Wilson, Bruce Appell, Dave Bourgoïn, Steve Gwizdak (remote participation), Tom Kline, Tom Post, Jim Speich, Christina Adajian, and Chip Carpenter. Quorum achieved.

2. PLEDGE OF ALLEGIANCE

3. MINUTES FROM PRECEDING MEETING(S):

- Regular Meeting January 29, 2026: Minutes not available. No vote.
- Regular Meeting December 18, 2025: Motion by Assistant Treasurer Christina Adajian to add agenda item the approval of Regular Meeting December 18, 2025 minutes. Motion seconded by Board Member Chip Carpenter. Motion passed.

4. COMMUNICATION FROM AUDIENCE REGARDING AGENDA ITEMS

All agenda items from audience are limited to five (5) minutes or less

5. COMMUNICATION FROM BOARD MEMBERS

6. PRESIDENT'S REPORT:

- Membership in the CT Firemen's Historical Society \$60 (History Group): Board Member Carpenter motioned to approve the membership monies; Assistant Treasurer Adajian seconded the motion. Motion passed.

7. FINANCIAL REPORT FROM TREASURER/ASSISTANT TREASURER:

- 2/23 meeting: Treasurer Steve Gwizdak stated the meeting was postponed due to the February 2026 blizzard.
- Month-end Report for FY25/26 – Corporation Funds: Treasurer will present fully at next meeting.
- Fundraising Account
- 501c3 Requirements - Modified Articles of Incorporation CT Filing Extended to 3/6/2026: Treasurer noted that the Board had approved in September 2025, that the IRS-required specific language regarding the dissolution and charity formation to be included in Articles of Association. Vice President Mark Wilson and the Treasurer Gwizdak will sign the required IRS paperwork, and it will be filed by the extended deadline.

8. OLD BUSINESS:

- Building Committee Update - Jim Speich: Town Council-appointed Representative to the AVFD Jim Speich presented. Public outreach materials will be reviewed by a Board working group, the Town and

AVFD building committee, and Town Council, all by March 31, 2026. Public circulation of materials is tentatively scheduled for the beginning of June 2026. The materials will also be presented on social media and at the Avon celebration of the American independence 250th anniversary.

- Stipend Transition Status - Jeff Bernetich: Vice President Wilson presented on behalf of Secretary Bernetich; he discussed administrative burden due to manual tracking of stipend positions throughout the year. It was recommended to build a functional system first and discuss final fiscal amounts later. Tax and non-tax program implications were discussed. 1099 issuance was also discussed.

9. NEW BUSINESS:

- AOG MEM-2c Revisions: Vice President Wilson and Board Member Carpenter presented the proposed change to replace the term “light duty” with “restricted duty.” There has been confusion regarding authorization to respond to fire calls, etc. The restrictions should be clearly defined. The consensus reached was that the AVFD Chief or designee had ultimate authority to determine the scope of restricted duty based on physician recommendations. Worker’s Compensation versus off-duty injury/illness ambiguities were discussed and further discussion on the topic was needed.
- Status of money on FP body (Rhode Island Company default) \$22,000: No new update regarding a potential refund from RI defunct company. To finish the project, the following funds were identified: \$35,000 encumbered account, remainder of \$13,000 surplus funds originally allocated to paint E-11, and \$6,500 from smaller accounts; grant monies will fund the finished project. 13-14 weeks delivery time.
- Bring in new members from other volunteer communities - Have other communities been spoken with and should they be? Out-of-town applicants who approach the AVFD on their own accord will not be turned away. Relative to this member type, duty shifts and the stipend program were discussed.

10. CHIEF’S REPORT

The Chief reported: Co. 2 generator was installed. The main transfer switch is too high, and requires a ladder to adjust; therefore, a quote will be obtained to purchase a meter/new switch possibly to fix to the building. There is a need to track average incident response by position (entry, support, Fire Police) numbers and response time of day. There is a need to clear snow from around department equipment; younger members or Explorers may assist with this task.

11. OTHER BUSINESS (PENDING ITEMS)

- Duty Shift Planning: Tabled
- Retired Members Status: Pending
- AOG Proposed Revisions: Pending
 - MEM-2e – Termination of Membership and Reinstatement
 - AWD-4 – Legacy Award (new)
- Annual Performance Evaluation of Fire Chief: Pending

12. ADJOURN: 8:41 p.m.

Upcoming Board Meeting: March 26, 2026.

Minutes submitted by Administrative Coordinator Susan Guimaraes.