

NVFD Monthly Business Meeting
June 4, 2007
Called to order @7:30

President Denny presiding.

Secretary's Report:

- May's Business Meeting minutes accepted as emailed.

Treasurer's Report:

- Accepted as presented.
- The Debit card account placed in service about a year ago will be cancelled

LCD:

- No report meeting went into executive session.

Chief:

- Report attached.
- Motion made by the Chief and seconded by Matt Ludwig to provide expenses of not more than \$500 for the Utility Trailer. Approved by membership.
- The annual physical dates will be the first three Mondays in July a sign-up sheet will be posted.
- The Chief introduced a By-Laws change to Article II that has been endorsed by the Officer's Council. The proposed change has been posted.
- Motion made by the Chief and seconded by Leo Colwell to allow expenses of up to \$499 for the production and mailing of an appeal letter for the new truck. Approved by membership.
- Motion made by the Chief and seconded by Jeff Towle to purchase four new tables, the cost not to exceed \$300. Approved by membership.
- We have received a request by the Canaan Fire Dept. to stand-by for the carnival on June 22, 2007. A sign-up sheet will be posted.
- Motion made by the Chief and seconded by Steve Hutchins to expend funds of not more than \$200 to upgrade the "flat" grill to the new propane tank fixtures. Approved by membership.

Wardens:

- Continue to organize the department's equipment.

Training Officer:

- This month's training schedule will be posted and emailed. The concentration will be the Byrne house on Sunset Ridge.

Mechanics:

- The electrical components in the brush truck have been re-wired.
- The light bar has been mounted and wired on the brush truck.
- There is a need for fire extinguisher mounting brackets for several trucks.

Fire Police:

- Thank you for the Road Race assistance.
- Assistance for the July 15 center of town drill detour is requested.

Explorers:

- Motion made by Richard Byrne and seconded by Matt Ludwig to “fast track” Explorer Tony Peterson to regular membership on June 10, 2007. Approved by membership.
- Fire camp June 21 to 25, 2007.
- The advisors requests that the membership familiarize themselves with the restrictions explorers have on driving during department activities. The advisors must be notified when one explorer will transport another explorer.

Correspondence:

- Several promotions for Six Flags have been received and are available to fire departments.

Old Business:

- Building Committee: No Report.
- Truck Committee: June 26th trip to manufacturer.
- Insurance Committee: No Report.
- House Committee: No Report.
- Road Race Committee: About 270 runners participated in a very successful event. Thank you from Ron Zanobi for all the assistance. The scholarships will be awarded in August.

New Business:

- A thank you was received from the staff of the Burrville Training School for our highly professional participation and use of equipment in training exercises at the school.

A motion to adjourn was approved at 8:41PM.

Minutes recorded and submitted by Richard Byrne

Chief Report June 4, 2007

1. Well Done to all Thank you for your help on Memorial Day.
2. Need volunteers for burning Brush Pile at Land Fill Wednesday the 6th. The school needs water for field day on the 12th both at 0830.
3. The Town Budget has passed. The Contract for the new engine was signed on May 18th. Matt and I will be traveling to SC on the 26th for construction conference. No monies are needed at this time from us. The town has applied for funding through the department of Agriculture.
4. Air packs have been serviced and inspected.
5. Steve Hutchins has passed his CDL class. Congrats.
6. Live burn training at 124 Sunset Ridge has been offered by the new owners. Agreements and permits are in. Matt will post dates for training to take advantage of the availability. A release will need to be signed by all who train there.
7. The donated trailer has been updated, painted and rewired. Looks terrific thanks to all who helped. Need approval of membership for the repair costs of approximately \$350.00
8. D&R auto has agreed to repair for the cost of parts, the Studebaker. I have requested them to make it road worthy. No other refurbishing will be done. I expect it to be utilized for local parades and town events. It needs to be used. If it sits again after the repairs I will insist the department remove it from our inventory. Jim has renewed the insurance at the department's expense for another year.
9. Physicals will be held at Concentra 333 Kennedy Dr. July 16th, 23rd and 30th a sign up sheet will be posted.
10. Proposed Bylaw Change from officers meeting May 23rd 2007.
Article II Purpose

The purpose of this organization shall be:

- To provide efficient, high quality Fire Protection and Emergency Services to all persons within the boundaries of the Town of Norfolk.
- To provide protection and preservation of life and property during fire or other emergencies in the Town of Norfolk.
- To assist neighboring communities by providing efficient, high quality Fire Protection and Emergency Services upon request for mutual aid.
- To cooperate with local officials in providing Emergency Services and disaster relief.
- To perform such duties as may be required by the Statutes of the State of Connecticut and the Ordinances of the Town of Norfolk.

Mission Statement

The Norfolk Volunteer Fire Department is dedicated to the protection of lives and property from the effects of fire, smoke, hazardous materials discharge, natural disasters, terrorism, and any other uncontrolled event which may negatively impact the Norfolk community. The Norfolk Volunteer Fire Department will also offer services in the form of mutual aid to our neighbors in surrounding communities. The Norfolk Volunteer Fire Department will assist Norfolk citizens and community services with public events. The

mission will be accomplished by the members of the Norfolk Volunteer Fire Department through their volunteerism, professional conduct and training in fire suppression, rescue and emergency services utilizing the National Incident Management System (NIMS) during an emergency response.

Vision

The Norfolk Volunteer Fire Department will be recognized in our field as a leader among fire service agencies for our professionalism, excellence and innovation. We will be commended for building mutual trust and respect in every interaction because we treat citizens with dignity and demonstrate genuine concern for the welfare and rights of every individual.

11. I have asked Jeff and Matt to establish a driver qualification program. This has to be completed by all drivers regardless of experience. Senior drivers will be needed to assist in the training of new operators.
12. Applying to RER commercial equipment grant for Laptop and PDA for Hazmat reference materials. Completed by 6/29
13. Sheffield Fire Department has donated 1100 feet of four inch supply hose.
14. Appeal letter has been drafted and will be printed and mailed by July 1st.
15. The emergency debit card account will be closed. It has not been utilized as it was intended and the funds allocated for the account are needed in our general account.
16. I would ask the president and the purchasing agents to attend the next officers meeting on June 20th 7 pm to review accounts and vendors. Pentech is under new ownership and would like to begin a new relationship. They will be attending this meeting.
17. Motion to purchase four (4) plastic folding tables to replace old wooden ones which were removed from service due to damage. 30 x 72 not to exceed \$300.00.
18. The Center of town plan drill will be held July 15th 9am until noon area business were notified. Aquarion Water has given permission for hydrant use and a request to detour traffic was made to DOT.
19. Thank you to the wardens for the equipment organizing and maintenance.
20. Kudos to the members who responded to and assisted at recent mutual aid structure fires. Your efforts and professionalism were well noted by the area chiefs and other members.
21. Three pagers will be replaced by loss retention. Through the town selectmen office.
22. Any injuries need to be reported to any line officer no matter how minor you may think it is so a timely injury report can be submitted to the town.
23. Stand by crew needed for Friday June 22nd 6 pm for North Canaan carnival.
24. I have approved E90 to attend parades out of the area. Tyler is supervising the detailing of the truck. It looks very impressive. Please see Tyler if you can help with the detailing. I wish them good luck with this parade season will all the hard work they have done.