

Norfolk Volunteer Fire Department
Annual Meeting Minutes
August 31, 2015

The meeting was called to order at 7:30 pm by President Chelsea Bottum. She asked for a moment of silence for our past, deceased members.

Chief Matthew Ludwig read his yearly report. (Copy attached below)

Secretary Judy Ludwig conducted the elections. The results are listed below.

President – Chelsea Bottum

Vice President – Paul Padua

Secretary – Judy Ludwig

Treasurer – Jeff Rydel

Chief – Matthew Ludwig

1st Assistant Chief – Brian Hutchins

2nd Assistant Chief – Jon Barbagallo

Captain – Gary Bottum

EMS Captain – Dan Wuori

Lieutenants – Rowland Denny

Steven Hutchins

Mark Jurgilewicz

Fire Police Lieutenant – Kevin Haitsch

Mechanics – John Hutchins

Ken Ludwig

Board of Trustees – Richard Byrne

Ron Zanobi

The remaining vacancy for Board of Trustees will be filled at the regular September meeting.

The meeting was adjourned at 7:55 pm.

Judy Ludwig

NVFD Secretary

NVFD Annual Chiefs Report

August 31, 2015

During the fiscal year 2014/2015 the Norfolk Volunteer Fire Department responded to 141 calls for service.

- 35 - Auto Alarms
- 21 - Motor Vehicle Accidents
- 17 - Medical Assists
- 11 - Burnt Food Incidents
- 9 - Building Fires
- 9 - Station Coverage Requests
- 5 - Chimney Fires/Furnace Malfunctions
- 7 - Wires Down
- 7 - Cancelled Enroute
- 6 - Brush Fires
- 4 - Rescues
- 2 - HazMat Incidents
- 2 - Pump Outs/Water Leaks
- 2 - Assist CSP
- 1 - Vehicle Fire
- 1 - Severe weather stand by
- 1 - Tree across the road
- 1 - Smoke in the building from candle wax

The FY 2014/2015 Departmental statistics are as follows:

- 1,338.87 Staff hours from dispatch to incident completion
- 1,213.00 Staff hours of Non-incident departmental activities
- 1,532.32 staff hours of Training (an increase of 475.77 hours from last year)
- 4,084.19 total recorded staff hours

The membership of the NVFD has once again logged many of hours of training to meet state and federal requirements, responding to incidents, and supporting the community as we manage the many facets of our town's fire department.

The NVFD Truck committee and membership have logged countless hours meeting with different apparatus manufacturers this past year, discussing features and funding options for the utility vehicle, detailing specifications for a replacement pumper and brush truck conversion to ensure the lowest cost can be met while not sacrificing our departments operating requirements.

The Departments' ISO rating which translates to what a homeowner pays in insurance premiums, was reviewed this year by the Insurance Service Office. The Norfolk VFD, thru proper record keeping, Documentation, Training, Quick response times, and other town wide activities, was able to lower the town's rating from a 6/8B to a 5/5Y. A very respectable number for a volunteer fire department and in line with neighboring towns.

The NVFD 1st responder program now has a sponsor hospital for medical oversight from Charlotte Hungerford Hospital in Torrington. The members continue to assist the Norfolk Lions Club Ambulance on calls ranging from cardiac arrests to lift assistance as needed. Our EMS Captain Dan Wuori has helped bring the services together and maintain our state and local medical certifications.

Our Rope Rescue team members have spent many hours training locally and throughout the region. They have been called on several emergencies in the remote sections of the NW corner and western Massachusetts. The time and dedication spent by these members has proven to be invaluable to Norfolk and our surrounding communities.

As the citizens of Norfolk are faced with increasing electricity bills, an increasing number of residents have taken to installing solar panels. Our department has been proactive in identifying buildings and knowing how to safely operate around the units, keeping clear of potentially compromised and live wires, and wiring inside the building in case of a fire call. Their locations have been updated into our dispatch centers CAD system to alert our responders if they are present.

The NVFD participated in "Operation Save-A-Life" thru WTNH Ch. 8 and the Home Depot where our department was given (72) Smoke Detectors and (42) Co Detectors (Carbon Monoxide) to give to Norfolk Residences free of charge. Several community events hosted by the department, social media and word of mouth allowed us to hand out the units.

To help the community fight other emergencies, the NVFD raised money for Breast Cancer awareness thru pink "Norfolk Fire" T-shirt sales and donated over \$400 to the Children's Foundation in memory of Laverne Barbagallo.

We continue to give our support to residents in town by assisting on Halloween, Hosting Karaoke Night, The annual tree lighting, Breakfast with Santa, Santa's Special Delivery, The Memorial Day Parade, The NVFD Open House, and the 5-Mile road race which awarded \$4000 in scholarships to local students. We would also like to thank Jon Barbagallo, our Assistant Fire Chief and Public Information Officer for the department, for assisting this year with having (2) F-15 jets fly over the veterans and audience for Memorial Day.

In November, Norfolk's Emergency Services and families were treated to a Thanksgiving feast hosted by the Congregational Churches Norfolk Youth Group to honor the work that our members do. The membership was extremely appreciative in knowing that our good work doesn't go unnoticed.

In an effort to streamline responses and ensure the proper apparatus is sent to the scene when an emergency occurs, and to have that apparatus effectively mitigate the emergency, the NVFD has identified over 150 addresses and driveways that require specific apparatus to navigate down the rural winding driveways and private bridges that exist in town.

Working to maintain fire protection in the town, members volunteered their time over several days this past winter to keep the hydrants clear of snow. Many which were buried past the marking flag mounted on the side. Also worth mention, the weather that the Ice Box of CT was subjected to this past winter and deep freeze, the NVFD station had the sewer line freeze making sanitary facilities unusable for over a month, a first in almost 40 years.

Joining forces to warm the membership (and the citizens) The NVFD entered in the Church of Immaculate Conception, Catholic Women's Club "Mid-winter Chili cook-off" and thanks to fire department member Theresa Padua's recipe, the NVFD took home the 1st place ribbon after competing against several tasty entries.

Working with Eversource and the Selectmen's office, the department was able to upgrade the fire station lighting from incandescent and high wattage bay lighting to the more energy efficient LEDs using a rebate program being offered through Eversource. Members assisted with the installation and it is projected that

our monthly power usage will be reduced by 60%, saving the department and town a significant amount on the monthly power bill.

Through the Walmart grant program, the department acquired a UAV (Unmanned Aerial Vehicle) to add to our resource tool box to better assist ourselves and mutual aid departments that require an aerial visual on emergencies from a safe distance.

The Departments building committee has continued forward movement in researching station designs, costs, and feasibility to upgrade or replace the current building. We look forward to working with the town in the future.

Members of the entire community have all watched as the wind turbine components traveled thru town and were erected just over the border in Colebrook. The NVFD, being proactive has reached out to the Colebrook VFD to jointly learn about this new technology and how to handle emergencies and rescues that may occur.

We continue our ongoing membership drive of neighbors helping neighbors. With more than 60 houses for sale in town, we were fortunate to welcome new members and explorers into the department. Special thanks is deserved to the Explorer advisors for taking the extra time from their busy schedules to teach our departments future and to the members that share their knowledge to bring everyone on the same page on how we handle emergencies. We are always looking for new members to offer assistance in any capacity from firefighting to administrative functions and encourage anyone with a desire to help the communities' emergency services to apply.

In closing, I would like to thank the Town of Norfolk and the citizens we serve, for without their generosity and continued support we would not be the department we are today!

In Service,

A handwritten signature in black ink, appearing to read 'M. Ludwig', with a stylized flourish at the end.

Matthew J. Ludwig
Fire Chief
Norfolk Vol. Fire Department