

Norfolk Volunteer Fire Department

Annual Meeting Minutes

August 30, 2021

President Paul Padua called the meeting to order at 7:30 pm.

The President asked for a moment of silence for our past, deceased members.

There were 33 members present.

Chief Matt Ludwig presented his annual report to the department. (see attached)

Election of Officers for 2021-2022 took place.

Executive Officers

President – Paul Padua

Vice President – Kitty Hickcox

Secretary – Judy Ludwig

Treasurer – Katie Hester

Board of Trustees, Richard Byrne, Ted Hinman, Ron Zanobi

Line Officers

Chief – Matthew Ludwig

1<sup>st</sup> Asst. Chief – Brian Hutchins

2<sup>nd</sup> Asst. Chief – Jon Barbagallo

Captain – Steven Hutchins

Lieutenants –

Car 5 – Mike Fox

Car 6 – Thalyia Newman

Car 7 – Justin Zarzycki

EMS Captain – Dan Wuori

Mechanics – Ken Ludwig, Kerry Yelsits

M/S/P Richard Byrne, Justin Zarzycki to adjourn.

Judy Ludwig

NVFD Secretary

## NVFD Annual Chiefs Report

August 30, 2021

During the FY 2020-2021 the Norfolk Volunteer Fire Department responded to 211 calls for service.

45 - Wires Down	4 - Severe Weather Assessment
32 - Auto Alarms	3 - Assist CSP
27 - Motor Vehicle Accidents	3 - Gas Leaks (Propane)
26 - Burnt Food Alarms	2 - Chimney Fires
13 - Medical Assists	2 - Vehicle Fires
10 - Building Fires	2 - Trees Blocking the Road
9 - Cancelled Enroute	1 - Furnace Malfunction
8 - Carbon Monoxide Incidents	1 - Odor of Sewer Gas
8 - Standby	1 - Building Lock Out
4 - Brush Fires	1 - Public Service
4 - Land/Water Rescues	1 - Nothing found upon arrival
4 - Overheated Electric Motors	

The 2020-2021 Departmental Statistics are:

3,983.22 - Staff hours from dispatch to incident completion

1,120.00 - Staff hours of Non-Incident departmental activities

2,357.05 - Staff hours of Training

7,460.27 - Total recorded staff hours logged by NVFD personnel in FY 2020-2021

The membership of the NVFD continues to log many hours of training to meet the annual State, Federal, and OSHA requirements. We respond to emergencies, ensure our equipment is in good working condition, and support the community as we manage the many facets of our town's volunteer fire department. As I've said in previous years and still to this day, there is always something happening down at the firehouse.

In 2020-2021 the NVFD membership was again busy responding to multiple incidents, many stemming from Tropical Storm Isaias in August, Vehicle Accidents, Fire Alarms, Assisting the Ambulance, Building Fires in and out of town, and many other calls for service. These emergencies come at all times of day and night. Without our members' continued dedication to training and quick responses, the outcomes of these incidents, and the lives affected, would be greatly impacted.

Most notable last year were the restoration efforts in August after Tropical Storm Isaias knocked out power for 8 days where multiple trees and wires came down closing most roads in town. Coordinating utility companies from as far away as Illinois, the Norfolk Volunteer Fire Department paired with Emergency Management turned the firehouse into the central hub of a

town-wide, week long effort to reopen roads, work with utility companies to re-energize Norfolks power grid, and keep Norfolks citizens informed at every step.

Still battling the COVID pandemic our Norfolk Firefighters continued to answer any call for service wearing PPE as needed. Four members went through Firefighter II training, and we continued with our live burn training at the fire school. Through adapting and overcoming I am very proud of the training that's been taking place. It shows at emergencies and at drills. Members are walking with purpose, having tools with them and are prepared for anything that might occur.

Keeping proactive with the latest in technology for the betterment of the department, the NVFD began using mobile data terminals (iPads) in the apparatus. Through various programs (apps) members are able to see other members responding to the station or to the scene from the apparatus cab in addition to preplans, directions, location alerts, hazards, and water locations. Another tool now available at the fingertips that gives members up-to-date info during their response to further assist in a positive outcome for the citizens of Norfolk.

The membership of the NVFD worked tirelessly throughout the year staffing and managing the many fundraisers and town gatherings sponsored by the department. Holding each event with recommended CDC COVID precautions, our members were able to assist with Halloween, held a drive-thru Breakfast with Santa to keep everyone's spirits lifted, flooded the town rink for a skating party and bonfire for Weekend-in-Norfolk, and were able to hold the road race.

The firehouse committee has chosen an architect and continues moving forward with plans for a renovation and expansion of the current station that meets State and Federal standards to properly house the lifesaving tools and apparatus the community of Norfolk so heavily relies on.

The NVFD is not all about firefighting, our members come together several times a year continuing the department's public relations with many of the Town events and outreach programs to bring the citizens together which further supports the mission of the Fire Department and the Town of Norfolk.

I would also like to acknowledge the support that the Fire Cadets provide to the membership of the department. Going into their 37th year of service, this program is vital in sparking the interest in young adults and filling the roles and ranks of the department later in their firefighting and volunteering careers.

The commitment of our membership never goes unnoticed; our efforts are continuously appreciated and even applauded by both our residents and those in neighboring towns.

We continue to look for new members that can offer assistance in any capacity. Help is always needed, from firefighting to administrative functions; we encourage anyone with a desire to help our community's 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,

Matthew J. Ludwig  
Fire Chief  
Norfolk Volunteer Fire Department

Norfolk Volunteer Fire Department  
Special Meeting  
August 30, 2021

After a presentation and discussion, a vote was taken on sending a recommendation for the purchase of a new tanker to the Board of Selectmen.

M/S/P Daryl Byrne, John DeShazo to approve the tanker committee recommendation and accept the bid from Midwest for a cost of \$327,901.00. This recommendation will be sent to the Board of Selectman for approval and then a town vote. Delivery would be in up to 490 days from the placement of the order.

M/S/P Daryl Byrne, Justin Zarzycki to adjourn.

Judy Ludwig  
NVFD Secretary