

Norfolk Volunteer Fire Department  
Monthly Meeting Minutes  
Dec. 5, 2022

President Paul Padua called the meeting to order at 7:00 pm.

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

There were    members present.

**Secretary's Report**

**M/S/P** Justin Zarzycki, Thalyia Byrne to accept the Secretary's Report of November 7, 2022.

**Treasurer's Report**

We are at 40% of the Budget.

**M/S/P** Richard Byrne, Ted Hinman, to accept the Treasurer's Report.

**Officers' Reports:**

**Chief's Report:**

Weekly Training times: 6p at the FH, 6:15p lesson plan, 6:30p leaving or lesson beginning.

-Car 5 Thalyia has trainings this month.

- Medical release forms need to be submitted to transfer last year's Concentra records to AFC. They were emailed, put them in the chiefs box when completed.
- There are now (2) 4-gas meters are on S20, E30, & E40
- The HCN meters are in separate yellow boxes on the engines as they are only useful during building fires.
- Mailed out 30 Thank you letters for companies responses to the gasoline spill.
- Annual SCBA flo-test and 6-month battery change is done. Be careful when removing packs from trucks. The low-pressure hoses and masks have been getting caught and yanking them has broken 3 hoses and cracked mask globes. Also, The NFPA lifespan for our packs is 7 more years. 18 SCBAs & 2 RIT packs need to be replaced by 2029 (looking at \$225,000. financing options available). Looking at AFG opportunities and other funding sources in the next few years.
- Portable and Mobile Radios had a major reprogramming. Corrected all of our issues reported. He'll be back to finish up the officer radios and POVs. If you have or find other features going forward that need tweaking let me know and I'll start another list.
- The Stoeckel Estate is installing 1 Knox box with multiple keys on the Battell house (cafeteria). I realize it's not ideal in the winter or rain for an alarm at the White House, Art barn, or the renovated Eldridge barn (where we can't cross the bridge) but they only want to pay for 1 box. It's known that there will be a few minutes delay in our ability to gain entry because of this.

- It's been observed that the seat belt policy is not being followed on occasions. If there's an accident, staying secured in the cab is the safest for your life and others in the truck. Please don't make the truck driver be the bad guy, buckle up.
- Annual NLCA/NVFD Christmas party on Sunday Dec 18th 6p at Sandy's house.

**Truck committee:**

- Town has requested \$906 to cover the overages of the tanker. **Motion:** to approve pending trustee approval (Dept funds)

**Area Training:**

- Bantam FH "Step up & Lead" seminar. Saturday, Feb 25th 8:30a-3p. Contact C1 if interested. \$50 dept funded, Lunch included. Attending: Listorti
- Saturday, March 25th 8a-4:30p HVRHS  
"Pride and Ownership, a firefighters love for the job" speaker Chief Rick Lasky. \$65pp dept will pay. See C1 if interested. Attending: Listorti, Steven

**Important Dates:**

- Saturday, December 10th 6p - New Hartford Parade of lights at Brodie Park
- Monday, December 12th 6p - NVFD Drill
- Saturday, December 17th - 5p start: Winsted Gator Parade
- Sunday, December 18th 6p - NLCD/NVFD Christmas party (Evans Residence)
- Monday, December 19th 6p - NVFD Drill
- Saturday, December 24th 4- 6p - Santa's Special Delivery
- Monday, December 26th 6p - NVFD Equipment Inspection & Officer meeting
- Monday, January 9th 7p - NVFD Monthly Meeting

**Car 2:**

**M/S/P** Matt Ludwig, Daryl Byrne to purchase the cradle for the gas meters so calibration can be done at the Norfolk Sewer District in the amount of \$663.30 from town funds

Any repairs needed would be done by Fire Equipment Headquarters which we would pay for.

Training can be done either by Brian or Daryl and access to NFSD will be provided.

**Above and Beyond:**

- Theresa Padua. Thank you for all you do!

**Car 3:**

Ron Carpenter replaced lights and the drop outlet for the tanker.

Graphics for the tanker were sent to the committee and were approved

Justin, Steven, Brian and Kerry are scheduled to leave on December 18 and final inspection on December 19. Justin and Steven are driving back.

If you have any ideas for training let an officer know

**Car 4:**

**M/S/P** Matt Ludwig, Brian Hutchins to purchase foam inserts for masks in the amount of \$24.00

**Car 5:**

No Report

**Car 6:**

No Report

**Car 7:**

No Report

**EMS Captain:**

No Report

**Public Relations:**

No Report

**Fire Marshall:**

- Congratulations Martin for passing exterior
- Many buildings in town will be undergoing changes. Updates will be given when they become available

**Mechanics:**

Engine 40 was out of service due to a parking valve sensor needing replacing. The part is hard to find. Suggested to purchase a couple to have on hand.

**Cadets:**

Litchfield county fire chiefs meeting: Discussion of the new cadet guidelines in the state of Connecticut. Lengthy discussion on how the program would be implemented. The cadets would be part of the regular Fire 1 program at this time. The cadets can go through the program but cannot get certified until they turn the age of 18. LCRFS would host the class therefore the high schools do not have to sign off on the program. The cadet can pass the test but cannot be an interior firefighter until they turn the age of 18. Discussion ensued on what departments should do going forward if they want to allow junior firefighters to take the Fire 1 class.

## **LCD:**

Would like to eliminate the pre-announcement "Standby for dispatch" and saying the age twice. They are trying to shorten the dispatch.

## **Committee Reports:**

- **House Committee:**

Thank you to everyone who cooked dinner tonight.

- **Fund Raising:**

BCA: Still collecting IOU's.

Breakfast with Santa: served 75 people. Thank you to everyone who helped

Karaoke: Went well. Paul is sending out thank you notes.

Tree Lighting: \$96.00 in donations

- **Insurance Committee**

No Report

- **Brush Tank Committee**

Chassis has been ordered through Ford

We originally asked our donor for \$90,000.00, but with the inflation it is looking to be more expensive.

Paul talked with our donor, and he is willing to cover it.

If for some reason our donor was to fall through the department has the funds to cover the cab and chassis along with the body swap/pump unit. We would have to wait for annual appeal to complete the rest.

- **Building Committee**

No Report

- **Anniversary Committee**

Cash calendar is done and went better than anticipated.

- By-Law Committee

The Following was presented at the Nov. 7, 2022, meeting and were voted on at the Dec. 6, 2022, meeting.

- To change Active A Membership qualifications:
- By-laws now state you must pass FFI practical exam. New By-laws would state that you must get FFI Certification. By-laws need to be changed in three places as shown below.
- Section 1.1.1 Active A Members
  - **Old Language:** Shall pass the Connecticut State Fire Fighter I practical exam.
  - **New Language:** Shall show proof of FFI certification.
- Section 1.1.2 Active B Members
  - **Old Language:** Shall be able to move to Active A status by passing the State of Connecticut Fire Fighter I practical.
  - **New Language:** Shall be moved to active A status upon showing proof of Connecticut FFI certification.
- Section 1.5 New Members
  - **Old Language:** For Active A Membership, shall be given one year to enroll and two years to pass the practical test for Firefighter I and provide written evidence thereof per NVFD form.
  - **New Language:** Active A members shall show proof of FFI certification or be given one year to enroll and two years to show proof of Connecticut FFI certification

M/S/P ----- to approve the By-Law Changes. (Don't know who made and seconded this motion, can't make the changes until then.)

New By-Law Changes presented 12/6/22, to be voted on 1/9/23

First Change is Housekeeping - move the two lines to the general officer section, A6

Section 3.1

**Shall assist the Chief in every possible manner**

**Shall in the Chief's absence, assume the duties of the chief in order of rank.**

A6 Section 3.1

- These Officers shall be elected by paper ballot at the Annual Meeting and serve a one (1) year term.
- Shall have the authority to perform all duties conferred upon such officer under the by-laws of the NFVD.

- They shall be required to take such training courses as deemed necessary by the Chief to fulfill their duties and responsibilities.

**Add:**

**Shall assist the Chief in every possible manner**

**Shall in the Chief's absence, assume the duties of the chief in order of rank.**

**Lieutenant:**

Present wording:

A6 Section 3.6 Lieutenants

- Shall assist the Chief in every possible manner.
- Shall, in the Chief's absence, assume the duties of the Chief in order of rank.  
(Adopted 10/4/2010)
- Shall supervise the issuing of Turnout Gear.
- Shall oversee the upkeep of the departmental equipment other than apparatus.
- Shall keep a record and inventory of departmental equipment and make an accurate check of same after each fire.
- Shall, as soon as possible after each fire, report any missing equipment to the Chief.
- Shall keep records as to the use and repair of equipment directed by the department, and if necessary may request the Chief for additional assistance from membership.

Proposed new wording,

Remove from each officer position and add to A6 section 3.1

**Shall assist the Chief in every possible manner**

**Shall in the Chief's absence, assume the duties of the chief in order of rank.**

**Add:**

**Must be FireFighter1 certified.**

**Must be qualified for and expected to perform interior firefighting operations.**

**Captain**

Present wording:

A6 Section 3.5 Captain

- Shall assist the Chief in every possible manner.
- Shall, in the Chief's absence, assume the duties of the Chief in order of rank.

**Proposed new wording, add?**

Remove: ( and move to A6 section 3.1)

**Shall assist the Chief in every possible manner**

**Shall in the Chief's absence, assume the duties of the chief in order of rank.**

**Add:**

**Must be FireFighter1 certified.**

**Must be qualified for and expected to perform interior firefighting operations.**

**Shall oversee water supply, rescue and fire suppression operations.**

**Shall be required to have documented training in water supply and pump operations as set forth in the SOG.**

## **Assistant Chief**

### A6 Section 3.4 Assistant Chiefs

- Shall assist the Chief in every possible manner.
- Shall, in the Chief's absence, assume the duties of the Chief in order of rank.
- In the best interest of the department and the town, the Assistant Chiefs shall have documented officer training above that of the regular membership and shall hold, at least, Fire Fighter I Connecticut state certification.

Proposed wording:

Remove ( and move to A6 section 3.1)

- **Shall assist the Chief in every possible manner.**
- **Shall, in the Chief's absence, assume the duties of the Chief in order of rank.**

### **Add:**

**Shall be required to have documented training in water supply and pump operations as set forth in the SOG.**

**In the best interest of the department and the town, the Assistant Chiefs shall have documented officer training above that of the regular membership and shall hold, at least, Fire Fighter 2 Connecticut state certification.**

## **Chief**

Current wording

### A6 Section 3.3 Chief

- Shall be the ranking officer of the NVFD.
- In the best interest of the department and the town, Fire Chief shall have documented officer training above that of the regular membership and shall hold, at least, Fire Fighter I Connecticut state certification.
- Shall see to it that all apparatus and equipment of the NVFD is in good condition and repair.
- Shall recommend to the Board of Trustees the purchase of such equipment and apparatus as deemed necessary to the proper functioning of the Department.
- Shall oversee the education, training health and safety, and discipline of the membership.
- Shall authorize attendance to all fee-based training classes. Training classes previously attended may be repeated upon approval of council. Members may be requested to pay course fees. Class fees may be reimbursed upon successful completion of class or reimbursement of fees denied based on justification of the council. (Adopted 10/2/06)

- May take command and direct the actions of the members at fires, emergencies and other incidents.
- Shall be a spokesman for the NVFD.
- Shall appoint the Training Officer.
- Shall appoint the Safety Officer.
- Shall take command of inspection at parades.
- Shall appoint the Public Information Officer

Proposed wording:

Change to FF2

**In the best interest of the department and the town, Fire Chief shall have documented officer training above that of the regular membership and shall hold, at least, Fire Fighter 2 Connecticut state certification.**

**Add:**

**Shall be required to have documented training in water supply and pump operations as set forth in the SOG.**

**Shall Appoint the Fire Police officer ( see below )**

**The by-laws say**

A6 Section 5 Appointed Officers of the NVFD shall be:

- Safety Officer
- Training Officer
- Fire Police Officer
- Public Information Officer
- Technical Ropes Officer

**Correspondence:**

We received thank you letters from Church of Christ, Abigail and Harry Bennett, and residents of Pettibone Lane for all of our hard work.

Norfolk Now also did a nice article.

**Old Business:**

Paul received an email from Phil Ghi last week. He will be down sometime this week to put the decals on.

**New Business:**

New Members:

- Jeremy Matson and Samantha Miller have both submitted applications.
- We can vote on Samantha tonight as she was a Cadet.
  - Congratulations Samantha



PID Meters:

- Going to hold off and revisit at the end of year.

Trainings:

Anyone interested in the Step Up and Lead please let an officer know.

M/S/P Thalyia Byrne, Brian Hutchins to adjourn at 7:57pm.

Ashley Allen

Vice President taking minutes