

Norfolk Volunteer Fire Department
Monthly Meeting Minutes
Jan. 9, 2023

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. Most notably John Curtis "Boomer"

There were 27 members present.

Secretary's Report

M/S/P Ted Hinman Brian Hutchins to amend the minutes of Dec. 5, 2022, to include the names of Steve Hutchins, Brian Hutchins as the makers of the motion to accept the By-Law changes.

M/S/P Ted Hinman, Brian Hutchins to accept the Secretary's Report of Dec. 5, 2022, as amended.

Treasurer's Report

We are at 70% of the Budget.

M/S/P Dan Wouri, Sandy Evans 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 6 Justin has trainings this month.

-Richard is stepping down as cadet advisor. Thank you for all you've done over the years. Steve, Thalyia, Justin, Casey are stepping up to fill his shoes. If anyone else wants to help, talk to Steve.

-Congratulations to Martyn for completing the Fire Fighter Exterior class.

-Council Budget meeting, membership review meeting coming up. Will email the council.

-Incentive paperwork due to selectmen's office by February 1st. If passed by the town, the Incentive program will increase based on members certifications and participation. Up to \$2000

-Reminder to submit any Extra credit forms to Brian.

-New CIRMA beneficiary forms to fill out if you have changes.

-AFC medical release forms to fill out

-Tanker is here and in service. Thanks to the 4 that went out on final inspection and brought it back. The Mobile radio was installed last week, Headlights have been swapped out with LEDs. Driver/pump training is needed before you can respond with it. Just because you drove the old one doesn't mean you can drive this one right away. Your 1st & 2nd time behind the wheel will NOT be to a fire. See an officer or senior driver to familiarize yourself with the pump and general operation, remember to document and fill out a training form. If you see something that needs to be addressed, fixed, modified, let c1/c2/c3 know. Also, I'd like the tanker to roll to everything for the next year to work out any potential bugs while it's under warranty. This includes the hydrant district and other unconventional calls. Just make sure E40 or staffed first.

-What to do with the 2 old 1500gal portable tanks from the old tanker that are no longer needed. Will ask around to see if there's interest.

-The old class B foam (Converted to class A many years ago) extinguisher that was on squad 20 was past its expiration. It has been replaced with a new water can.

-We were approached to host the May 15th County chiefs Meeting/Training at 6pm.

-I'm working with Meadowbrook for door and window labeling for facility orientation inside and outside. Similar to Botelle school.

-Justin is the chairman of the road closed signs, barricades, & cones committee.

-Working with Winsted FD for the AFG grant for SCBAs. Grant period opens today and closes Feb 10th. Same as the radio grant we would be responsible for a percentage if awarded.

-Uniform fitting this month. Check your fit, parts, etc. and let Judy know so a list can be made and priced out.

-Weekend-in-Norfolk plans and a backup plan for Saturday, Feb 25th . If we can't make ice, we'll do a bonfire and s'mores from 4p to 6p.

-NLCA is offering state approved CMEs at Ambulance HQ on the first Thursdays of the month from 7p to 9p. All sessions will be about two hours and will have hands on components. EMT re-certification currently requires 40 CMEs every two years, EMRs 20 CMEs plus skills assessment. Don't get in the habit of waiting just before the end of your certification period and then scramble to get the hours, Extensions are a thing of the past.

- Feb 2nd -The Diabetic (altered mental Status)
- March 2nd -Rapid Trauma Assessment
- April 6th -Writing a PCR (this unit will include collecting data at the scene)
- May 4th -Moving a Patient

-Joint FD/EMS meeting Feb 4th 9am.

Area Training:

Fire School Classes start dates:

- Recruitment & Retention, Jan 12
- Training Officer night, Jan 18
- FF1/Exterior, Feb 6

-FF2, Feb 28

-Rope Rescue 1, April 24

-Bantam FH "Step up & Lead" seminar. Saturday, Feb 25th 8:30a-3p. Contact C1 if interested. \$50 dept will pay, Lunch included. Attending: Listorti, Thalyia, Ludwig, Steve, Brian, Casey

-Saturday, March 25th 8a-4:30p HVRHS/Falls Village

"Pride and Ownership, a firefighters love for the job" speaker Chief Rick Lasky. \$65pp dept will pay. Contact C1 if interested. Attending: Thalyia, Listorti, Steven, Ludwig, Justin, Brian, Casey

Important Dates:

-Monday, January 16th 6p - NVFD Drill

-Monday, January 23rd 6p - NVFD Drill

-Monday, January 30th 6p - NVFD Equipment Inspection & Officer meeting

-Thursday, February 2nd 7p-9p - (EMS DRILL) Diabetic, Altered Mental Status

-Saturday, Feb 4th 9a - Joint FD/EMS meeting

-Monday, February 6th 7p - NVFD Monthly Meeting

-Saturday, February 25th 4p-6p WIN Skating & Bonfire

-Thursday, March 2nd 7p-9p - (EMS DRILL) Rapid Trauma Assessment

-Thursday, April 6th 7p-9p - (EMS DRILL) PCRs & Collecting Data on scene

-Thursday, May 4th 7p-9p - (EMS DRILL) Patient moving

M/S/P Matt Ludwig, Thalyia Byrne to give the old transfer pump and swivel chute to North Canaan Fire, free of charge.

M/S/P Daryl Byrne, Judy Ludwig to host the Litchfield County Chief's meeting on May 15, 2023, at the Curling Club.

M/S/P Matt Ludwig Steven Hutchins to spend up to \$1000.00 to cover grant writer fees to begin writing grant for Air Packs, to come from Department funds, pending Trustee Approval.

M/S/P Matthew Ludwig, Sandy Evans to spend \$60.00 for breakfast for joint EMS/FD meeting on Sat. Feb. 5, 2023, at 9:00 am. From Department funds.

Car 2:

Incentive form needs to go to Brian to get to Town Hall, extra credit form, fill out and give to Brian, before the incentive committee meets in January. Brian is looking for assistance, must be done before Feb. 1, 2023.

Car 3:

Tanker has arrived. See Steven if anything needs to be adjusted, it's going in tomorrow. Will be doing 'tanker stuff' at the next drill.

Car 4:

No Report

Car 5:

Thanks for help last month.

Car 6:

No Report

Car 7:

No Report

EMS Captain:

No Report

Public Relations:

No Report

Fire Marshall:

New hydrant put in on Hillside Street. Sprinklers offline at Infinity Hall, Yale is currently under construction at Music Shed and dorm.

Mechanics:

No Report

Cadets:

No Report

LCD:

No Report

Committee Reports:

- **House Committee:**

No report

- **Fund Raising:**

Profit of \$347.77 for Breast Cancer shirts, if you still owe, pay up.

Delivery with Santa, thanks to Mike and Mike for stepping up and everyone else who stepped up and helped. Raised \$470.00

- **Insurance Committee**

No Report

- **Brush Tank Committee**

Chassis has been ordered, waiting for confirmation of it being built.

Received check from Tony Kiser in the amount of \$125,000.00 to pay for the Brush truck.

- **Building Committee**

Next meeting is Jan 25, 2023, architect has a plan, working with Inland Wetlands.

- **Anniversary Committee**

Need to have a meeting this month, date will be announced.

- **By-Law Committee**

Upgrade of officer descriptions. Presented last month, to be voted on this month.

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

M/S/P Matt Ludwig, Mike Listorti to amend the by-laws as posted last month. Vote was by paper ballot, 3 voted no, motion passed.

Correspondence:

Several letters from town citizens thanking us for our efforts in the gas spill.

Christmas cards from town people

Letter from Troop B showing their appreciation for our appreciation of the CSP assistance during the gas spill.

Old Business:

New tanker will be outfitted with the new decal.

M/S/P Matthew Ludwig, Steven Hutchins to spend \$95.00 to purchase new decals for new Tanker to come from department funds.

Vote for Jeremy Matson to join the department.

New Business:

Discussion to name the 'mascot' on the trucks. Matt suggested to open it up to the town for a name, hit up the kids at school, then department would vote on the final name. Do a media blast, to ask Colleen Gundlach to write the article. Question about protecting the image through copyright. This will be discussed further.

Meetings continue at the Town Hall about the gas spill.

The Hub requested that the NVFD make a presentation at the Hub about what we do. Will be discussed further at an officer meeting, and Paul will get back to them with our agreement.

Judy Ludwig
NVFD Secretary