

Norfolk Volunteer Fire Department
Monthly Meeting Minutes
February 3, 2020

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 28 members present.

Secretary's Report

M/S/P Rowland Denny, Dan Wuori, to accept the minutes of January 5, 2020.

Treasurer's Report

We are at 78% of the Town Budget.

M/S/P Steven Hutchins, Jon Barbagallo, to accept the Treasurer's Report

Officers' Reports:

Chief's Report:

Officer of the month: Car 6 Funk

- Congratulations to Mike and Lenka Fox on their newest edition to the family. Born Jan 15th, Kelsey May Fox.
- Good work at the lost/injured hiker Rescue in New Marlboro the other night. Quick prep of equipment, Good communication, and accountability. The distance from staging and terrain made great use of the 50watt mobile in the quad to keep in communication with everyone.
- NVFD Budget was prepared by the Council. Reflects a \$180 reduction from last year. \$97,225 to \$97,045.
 - **M/S/P** Matthew Ludwig, Rowland Denny to present the 2020-2021 budget, in the amount of \$97,045.00 to the Town as prepared by the NVFD Council.
- The BOF would like to meet with us on February 11th 7:30p at Town Hall to discuss if they are meeting our financial needs and that they know what the future looks like as far as having enough volunteers to do what we do.
- Cold Water Rescue Class in Norfolk w/CFA: March 7&8. Currently have 4 signed up. Need at least 10 or they will cancel the class. Norfolk members are covered under training line. \$90/pp for all other participants/mutual aid.

- M/S/P Matthew Ludwig, Dan Wuori to spend up to \$250.00 from department funds for lunch for the cold-water rescue class, asking mutual aid to bring \$20.00/ pp to offset refreshment costs.
- Received \$933.07 from the DEEP 50/50 matching funds grant for the Dry Hydrant on Estey Rd.
 - The Litchfield County Regional Fire School has published their classes for 2020. Fire 1 & 2, FF Exterior, Intro to Company officer, Intro to Chief officer, Strategy & Tactics, Advance SCBA, Traffic Incident Management, Stop the Bleed, ICS-300, ICS-400, Firefighter Rehab, Cancer Awareness, Rescue Weekend, & Officer Weekend. If anyone is interested in attending a class, please contact me to sign up. Course list & Syllabus was emailed and is hanging on the training board.
 - An attorney regarding the rescue on mountain side lodge on March 2019 is looking for rescuers' statements. I will be in touch when/if they need NVFD members in addition to the town attorney if necessary.
 - Please fill out the incentive forms. Today is last day
 - Amy Burgess is the new DEEP Fire control officer
 - Regional Radio grant: The NOFO (Notice of Funding Opportunity) was just opened this week. Moving forward with the grant submission.
 - Intro to the fire service grants available. Any cadets interested in attending?
 - Weekend-in-Norfolk, Feb 22nd 2-4p skating, campfire at the ballfield, rain/snow date 23rd 2-4p. Current weather predictions look like it will not happen.
 - Going to be scheduling a live burn at the new fire school this year. Only a Half day on a weekend. What's the best date to schedule for the interior members? Going to need a commitment to book, Saturday or Sunday? and morning or afternoon? Will try to book for this summer or fall.
 - Looking into a Monday night training on car fires in May at the fire school with the propane props.
 - Officers and Ambulance will be updating the FD 1st responder auto dispatch list to keep current with changes over the years by EMD. Supplemental 1st responder program started in July 2014.
 - Officers will be reviewing automatic Mutual Aid responses on dispatches to recognize new resources available.

Appeal Funds:

- Annual appeal was well supported. \$7500 has already been allocated for 3 sets of turnout gear last month.

- M/S/P Matthew Ludwig, Daryl Byrne to purchase 2 Bullard NXT 320 Gold Thermal Imaging Cameras for a cost of \$11,308.00 each with truck chargers for a total cost of \$22,616.00 from funds raised by the annual appeal. \$21,900.00 from this year's appeal and the balance from last year's unused funds. Pending Trustee approval.

-The Department received a very generous donation from a resident in town. Would like to have a single piece of Rescue equipment to recognize their gracious contribution in lieu of the general fund or multiple items.

- M/S/P Matthew Ludwig, Steven Hutchins to use the funds from a significant donation from a town's member and left-over appeal funds from last year to purchase the demo Genesis Combi-Tool, with 2 new batteries & charger included, for Squad 20 for a cost \$10,695.00 to replace the old one. Pending Trustee approval.
- The secretary will send a thank you letter.

Important Dates:

-Thursday, February 6th 6:30p - LEPC Meeting at Town Hall

-Monday, February 10th 6:30p - NVFD Drill

-Tuesday, February 11th 7:30p - BOF Meeting

-Monday, February 17th - NVFD Drill

-February 21/22/23 - Weekend-in-Norfolk

-Monday, February 24th - NVFD Equipment/Apparatus inspection, Officer Meeting

-Monday, March 2nd 7p - Monthly Meeting

-March 7th & 8th 8a-4p - Cold Water Rescue class (See C1 to sign up)

April 4th car wash by the 6th grade

April 19th EMS extrication class

Car 2:

Feb. 6, 2020, 6:30pm, the LECP committee is meeting at the Town Hall.

Feb. 12, 2020, 6:30pm is the incentive committee meeting.

Car 3:

Brush 50 is going to George's this Thursday and will be out of service.
Squad 20 is going out for service next week and will be out of service.

Botelle 6th grade class will be having a car wash at the fire house on April 6 for a fund raiser.

Car 4:

No Report

Car 5:

No Report

Car 6:

No Report

Car 7:

No Report

EMS Captain:

Form to sign up for National Registry.

March 21, 22 at fire school there will be an EMS symposium for credits.

April 19, EMR class needs help with extraction.

Mechanics:

Will be doing work on the go buggy.

Brush 50 will be going to get the hood repaired.

Cadets:

No report

LCD:

Town of Winchester has signed a year-long contract for dispatching services with LCD. New furniture for dispatchers is in.

Committee Reports:

- House Committee:

New chili is in freezer.

- Fund Raising:

Breast cancer fund raiser tee-shirts raised \$362.80

M/S/P Richard Byrne, Ted Hinman to donate \$362.80 to the Children's Foundation in memory of Laverne Barbagallo.

- Insurance Committee

No Report

- Building Committee

No Report

Correspondence:

Thank-you letters were received and have been posted.

Old Business:

John DeShazo was voted into membership.

New Business:

Paul Padua presented a draft form of a new position of a 'Rescue Officer' to oversee rope rescue, cold water rescue, and all forms of rescue. The proposal will be posted and presented to the membership for review. The form will be attached to the minutes. A date for a meeting of interested people will be posted.

M/S/P Steven Hutchins, Matthew Ludwig to adjourn at 8:03 pm

Judy Ludwig

NVFD Secretary

All new proposed language highlighted in yellow.

Section 3.5 Fire Captain

- Shall assist the Chief in every possible manner, with a specific focus on fire operations, rapid intervention, water supply, and haz/mat.
- Shall possess training and/or experience in firefighting and haz/mat operations.
- Shall oversee the upkeep of department firefighting and haz/mat equipment.
- 4. Shall maintain a record and inventory of department firefighting and haz/mat equipment and restock as needed after each incident.
- Shall report any missing or damaged firefighting and haz/mat equipment to the chief after each incident.
- Shall maintain records as to the use, repair, or replacement of firefighting and haz/mat equipment directed by the department.
- Shall collaborate with mutual aid departments to facilitate joint operations and training.
- May request of the Chief for additional assistance from the membership.
- Shall be expected to attend required practices and meetings as prescribed in the by-laws.
- Shall, in the Chief's absence, assume the duties of the Chief in order of rank.

Section 3.6 Rescue Captain

- Shall assist the Chief in every possible manner, with a specific focus on ropes, vehicle, cold water, and confined space operations.
- Shall possess training and/or experience in rescue operations.
- Shall oversee the upkeep of department rescue equipment.
- Shall maintain a record and inventory of department rescue equipment and restock as needed after each incident.
- Shall report any missing or damaged rescue equipment to the chief after each incident.
- Shall maintain records as to the use, repair, or replacement of rescue equipment.
- Shall collaborate with Regional Agencies to facilitate joint operations and training.
- May request of the Chief for additional assistance from the membership.
- Shall be expected to attend required practices and meetings as prescribed in the by-laws.

Section 3.7 EMS Captain

- Shall assist the Chief in every possible manner, with a specific focus on emergency medical service.
- Shall operate under CT State OEMS and CHH guidelines.
- Shall possess and maintain a CT State medical certification of EMR or higher for at least (2) two years.
- Shall oversee the upkeep of departmental medical equipment.

- Shall maintain the NVFD's 1st Responder License.
- Shall maintain an annual list of medically certified personnel.
- Shall coordinate yearly Blood/Air borne/CPR/AED trainings to the membership.
- Shall maintain a record and inventory of department rescue equipment and restock as needed after each incident.
- Shall report any missing or damaged medical equipment to the Chief.
- Shall keep records as to the use, repair, or replacement of medical equipment.
- Shall coordinate with NLCA during medical emergencies.
- Shall coordinate Firefighter Rehab operations when necessary.
- Shall work with NLCA to facilitate joint operations and trainings.
- May request of the Chief for additional assistance from the membership.
- Shall be expected to attend required practices and meetings as prescribed in Article VII, Section 6 .

Section 3.8 Lieutenants

- *Existing job description stays the same.*