

Norfolk Volunteer Fire Department
Monthly Meeting Minutes
May 3, 2021

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 18 members present.

Secretary's Report

M/S/P Matthew Ludwig, Thalyia Newman to accept the Secretary's Report of April 5, 2021.

Treasurer's Report

We are at 88% of the Budget.

Treasurer's Report tabled until June meeting.

Officers' Reports:

Chief's Report:

Weekly Training times: 6p at the FH, 6:15p lesson plan, 6:30p leaving or lesson beginning. (10th Car 2)(17th Car 1)(24th Car 3).

- Equipment Inspection/officer meeting is Tuesday, June 1st, 6p due to Memorial Day.
- June trainings: Car 4
- July trainings: Car 5
- August trainings: Car 6
- September trainings: Car 7

- Awesome job at live burn by everyone. Training and confidence is going to the next level and it shows. The instructors at our drill were watching our fire ground skills and impressed.
- Radio update: The portable radio's delivered to Pittsfield Communications have a newer version of firmware then the state is using, which intern means the radio's will not work on the 800 system until the state upgrades to the new version. The state is currently testing the new firmware from Motorola, if it doesn't have any bugs the radios should be approved for use on the state core in a few weeks.
- Our 3 containers (15gallons) of AFFF Class B *PFAS Foam* is being collected via Clean Harbors in the next month or 2. Until we get a new supply, E30 will not have class B foam on it.

The replacement foam is “National Foam Universal F3 Green”. I’m waiting to see if CT will supply it or if we’re responsible for buying it. In the meantime, call for the Winsted Foam trailer for all hydrocarbon fires & spills.

- New Hartford Fire added B50 & U70 to 2nd alarm brush fires in their town.

- We are going to be implementing and 2nd and 3rd alarm brush fire response as well to streamline requests with LCD. Training TBA

- Summer FF2 class: June 1 to July 15th. See C1 if interested

- Thanks for everyone assisting with the SWOT analysis. Final document coming shortly. The citizen survey component identified that many residents/business owners are unaware of all our operations and rescue abilities beyond putting out fire and extrication. I.e., Cold water, Ropes, Haz-mat & metering, 1st responders, S&R, RIT, but the survey mentions of our response after the hurricane in august.

- The Litchfield Rd. water main is being increased to 8” this summer/fall from the bridge 100’ south of mountain Rd. to #295 Litchfield rd. Also a new 12” line from the Library to the bridge south of Mountain Rd. is being replaced on Village green. Use caution when responding past the construction. After the water line is replaced the State DOT will be milling and re-paving Rt272 to Bruey rd.

- Incident/Personnel management software: ESO is discontinuing our FH NFIRS software at the end of the year and pushing everyone to their Fire RMS platform. I looked at it in addition to a few different companies and asked around what other departments are using. Focused on the company (Emergency Reporting, ER) that owns our spotted dog software. Incidents and CAD notes are automatically pushed over into NFIRS for better documentation. Officers can also add notes to the incident via the spotted dog application as to what they did to more accurately report what occurred on scene.

- To stay with ESO FH Software I was quoted (Year 1: \$9160 w/training & data transfer, Year 2: \$5010/yr.). We currently pay \$795/yr. which is split 50/50 with FM office
- To migrate to ER I was quoted \$1795/yr. + a one-time \$595 4-hr training. FM Byrne advised he will also split this new bill if approved.
- Brian, Jon & I feel moving to Emergency Reporting for NFIRS and membership records is the best option & cost that best fits our operational needs going forward. It is entirely cloud based and reports can be entered from anywhere. System backups and security are also enhanced from our current set up at the station.

- **Motion:** To enter into an annual contract and begin using Emergency Reporting for incident record keeping. 1st bill will be in July (from contracts line)

- I'm currently researching Mobile Data Terminals (MDTs) with FirstNet & T-Mobile for S20 & E40 to link our spotted dog preplans, member response, reporting, water sources, officer narratives, and mapping all together to the officer seat of the apparatus. In addition to improving our ISO rating, it will give us access to up-to-date online Haz-Mat info, assessor database access, Live Weather, and Google search. It will ultimately replace the Red books. Going forward, LCDs future will hopefully allow apparatus to sign enroute and on-scene thru the app and stay off the radio except for special messages. I should have costs and options for the June monthly meeting.

- Saturday, May 15th 2p-7p a benefit concert for the 6th grade will be on the boardwalk behind the station.

- Town Budget vote is Monday, May 10th 7p in the Botelle school Gym

Important Dates:

- Monday, May 10th 6:30p - NVFD Drill with Car 2
- Monday, May 17th 6:30p - NVFD Drill with Car 1
- Tuesday, May 18th 7p-10p - **Virtual at FH**, Haz-Mat awareness
- Monday, May 24th 6:30p - NVFD Drill with Car 3
- Monday, May 31st - Memorial Day. 8am at FD, 9a parade, 12n race start.
- Tuesday, June 1st 6p - Equipment/Apparatus inspection, Officer Meeting
- Monday, June 7th 7p - NVFD Monthly Meeting
- Monday, June 21st 6:30p-9p (Vehicle fires, propane props at Fire Academy)
- Monday, August 23rd (S&R, Hose line advancement, Smoke Machine at Fire Academy)
- Saturday, August 28th - Winsted Parade 6p step off
- Saturday, Sept 18th 8a-12n - Live Burn at Fire Academy *Norfolk*
- Monday, Oct 18th 6:30p-9p (Chimney fire prop at Fire Academy)

M/S/P Matthew Ludwig, Thalyia Newman to enter into a contract with Emergency Reporting, cost of \$1795.00, with a one-time charge of \$595.00 training cost the first year, to come from the Town Budget. This will replace our current software.

Car 2:

No Report

Car 3:

Botelle School Concert on May 15 from 2-7, they will be using part of our parking lot and tying into our power.

The Norfolk Hub has asked the NVFD and would like to do a Monday informational session to show the town's people what we actually do.

Car 4:

Great job everyone on working at the live burn. Great teamwork, noticed by instructors.

Car 5:

No Report

Car 6:

No Report

Car 7:

No Report

EMS Captain:

New Narcan is being put on the trucks tonight.

Only 5 people have taken the sexual harassment training.

Used a lot of clean wipes during live burn training.

Fire Marshall:

Husky meadow will be giving a date in July or August. Yale School is opening again this year. State Fire Marshall's office has approved starting doing inspections again.

Mechanics:

Reel hose has been put on the Brush Truck.

Stop/Show sign was repaired, be careful when using

Cadets:

New helmets are here.

LCD:

No Report

Committee Reports:

- House Committee:

Possible food at next month's meeting.

Memorial Day Road Race

Many people outside of the department are willing to help. Still need lots of department help. Bottled water will be available, not using cups. No congregating on the Green after the race. Individual chips will be on each bib, will get activated when they cross the starting line, stopped at finished line. Only pre-registration, no on-site registration. On-line registration link is active now on Social media.

- Fund Raising:

Anyone interested in being on the Breast Cancer Awareness t-shirt committee, see Paul, he wants to start soon.

- Insurance Committee

No Report

- Building Committee

\$125,000.00 was included in the 2021 Town Budget to hire an architect for the new firehouse. It will be voted on at the May 10, 2021 Town Budget meeting. On July 1, 2021 an architect can be hired.

- How the design and overall 11,000 square foot size is determined.

- Size of trucks and required distance between trucks, truck spacing to walls/bay doors.
- Size of the membership (50) seated for meetings and at tables for trainings.
- ADA accessibility needs.
- Removing the side shed and relocating the contents to inside the building.

- 4 offices: 1 Chiefs office, 1 Officer office, 1 EMD office, & 1 FM office. There is 1 small storage room for table & chair storage.

- There is a Fire Station design conference August 24-26 in St. Louis, Missouri. a learning and networking experience designed to connect public safety officials, fire chiefs, police chiefs, project managers and municipal managers who are actively involved in fire station and facility design. Specifically focused on providing information on the latest trends and developments in the design and construction of effective, long-lasting facilities.

- Town Building Committee members Ron Z. and Lou B. have expressed interest in attending the conference. They will pay for their train ride, meals, and housing and I would like the department to pay for their admission to the conference and cover some of their travel expenses. This is very beneficial to not only the FD but the town as well. The cost of the conference is \$485.00 per person. They will cover the cost of their own travel, housing, and food.

M/S/P Matt Ludwig, Judy Ludwig to spend \$2000.00 to cover the cost of the conference, and help with the cost of housing, travel, and food, pending Trustee approval.

-Anyone who has ideas to consider to be put into the new firehouse, see Matt, Ron, or Paul to let them know so they can bring it back to the committee.

- **911 Committee**

M/S/P Matt Ludwig, Steven Hutchins to spend up to \$800.00 to purchase commemorative t-shirts for the 911 ceremony to come from department funds, pending Trustee approval.

There was a lot of discussion centering around the creation of a piece of art using the beam from the World Trade Center.

Committee will meet with Jon R. to get him to come up with concept art for the beam from the World Trade Center. A special NVFD meeting will be held to approve this.

Correspondence:

Invitation from East Hartland FD for their parade

Old Business:

None

New Business:

Memorial Day will be a full parade with no band. No Open House at FD, no food at Green.

Litchfield county has had a spike in OD's, 14 in the last 6 days, 2 were fatals, one in Winsted, one in Torrington.

Judy Ludwig
NVFD Secretary



BUYER : NORFOLK FIRE
ART # : CONCEPT



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