

Norfolk Volunteer Fire Department  
Monthly Meeting Minutes  
November 6, 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.

There were 25 members present.

**Secretary's Report**

**M/S/P** Kerry Yelsits, Ted Hinman to accept the Minutes of October 2023, as corrected.

**Treasurer's Report**

We have spent 26% of the Town Budget

**Officers' Reports:**

**Chief's Report:**

- Thank you everyone who has been active for our busy October. Classes, drills, PR details, calls. It really shows the dedication of members and officers.
- We made a new SOP about turnout gear cleaning and inspection. Please read it at your leisure. Will be attached.
- We updated the Response Guidelines. Please review them.
- We attended a drill in Cornwall to help them with water supply and equipment related. On Wednesday the 8<sup>th</sup> we will be going back for a tabletop talk on water supply. Squad 20 will be leaving the station at 1715 (515pm)
- After the class and dry hydrant drills it was brought up that we need some fittings. (3) 4in to 5in storz. (1) 4in storz to 6in threaded. Not to exceed \$1200 from town funds (new equipment line)
- Its appeal letter time. This year I would like to put the proceeds toward the Norfolk Fire Vehicle Replacement Fund. E30 will be 30 years old in 2025 and we will lose our Class A status with it. Motion to that effect. Then I would like a motion to spend up to \$1100 with Goulet Printing to make the letter happen. Department funds with Trustee approval
- Brush 50 is out of service for some time. Please call mutual aid if a brush truck is needed.
- Scott Padua oversees training. Also, fit testing will be this month for all interior members.
- November 14<sup>th</sup> is the Planning&Zoning meeting. 1845 (645pm) at the Town Hall. Any members who wish to attend are welcome.
- A second Freedom of Information request has been made for the Litchfield Rd structure fire in September. Per Selectman's office request has been forwarded
- We are about to come to our busy season. I'm asking if you are available to please help us out. From the weekend prior to Thanksgiving to the New Year we are pretty busy.

**MS/P** Gary Bottum, Matt Ludwig to earmark the appeals letter funds to go towards a truck

replacement fund.

M/S/P Thalyia Byrne, Mike Listorti not to exceed \$1100.00 to pay for appeal letter and postage to come from department funds. Pending trustee approval.

**Car 2:**

Good pump class, terrible weather, thanks for showing up. Anybody who wants more practice, see Car 2.

Make sure you use the correct form for the correct event.

Fit testing, all interior guys, Mon. Nov. 27, 2023, 6:30 pm at the firehouse.

This Friday, annual flow testing for air packs.

**Car 3:**

Keep pump heaters on the trucks turned on.

E40 is not back from annual service. Will be a while before it is finished. Pump will be opened to find out issues. Truck was running at extremely high RPM's that will be looked at. AC is still not working, but will not be repaired immediately.

**Car 4:**

Is working on training for month

**Car 5:**

No Report

**Car 6:**

No Report

**Car 7:**

No Report

**EMS Captain:**

No Report

**Public Relations:**

No Report

**Fire Marshall:**

No Report

**Mechanics:**

No Report

**Cadets:**

No Report

**LCD:**

No Report

**Committee Reports:**

- **House Committee:**

Requests that if you use the newest coffee maker, please do not pour coffee back through the big reservoir. If you use it, be sure to run fresh water through it first.

- **Fund Raising:**

Remaining Breast Cancer shirts are at the bank to be sold.

Karaoke is Nov. 18, 2023, at the Pub. Collecting raffle prizes.

Breakfast with Santa is Dec.

M/S/P Todd Miller, Gary Bottom for \$500.00 for Breakfast with Santa from department funds, Trustee approval was given.

- **Insurance Committee**

No Report

- **Brush Tank Committee**

At the body shop getting new body installed then will be going to Pittsfield for radio install, then go to Gei to finish lettering, then it will be back. Will take a while.

- **Building Committee**

**No Report**

- **Anniversary Committee**

Calendar event is still in process.

- **By-Law Committee**

Active D member issue.

**Article VII Duties of Members**

**Section 6**

An Active D member not meeting these requirements shall be moved to **General membership.**

Proposed change:

An Active D member not meeting these requirements shall be moved to **Inactive Status.**

**M/S/P** Matt Ludwig, Judy Ludwig to make the by-law change. This was presented in July 2023 and voted and passed on at the Sept. 11, 2023 meeting.

**Article III Membership** change, presented at the November 6, 2023 meeting and will be voted on at the December 4, 2023 meeting

**Article III Membership**

**Section 1.1.4 Active D Members:**

- Will be a temporary position for Active A and B Members who could not attend required practices and meetings as prescribed in Article VII, Section 6.
  - It will give these members an opportunity to regain Active A or B status.
  - If after one (1) year the member has not met the Active A or B requirements, they will be moved to **General Membership.**
- Shall respond to all emergency and non-emergency calls when available.
- Shall not have the right to vote or hold office.
- Shall not be allowed in an involved structure.

Proposed change:

**Article III Membership**

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**M/S/P** Steve, Kerry to make by-law change to be voted on at December 2023 meeting.

**Correspondence:**

Several Thank you notes were received.

Thank you from Botelle School students for providing Fire Prevention Day.

Auxiliary from Winsted looking for a donation. In the past they have granted

M/S/P Matthew Ludwig, Steven Hutchins to give \$300.00 to the Winsted Auxiliary to come from department funds.

**Old Business:**

Thank you to Keith Byrne for organizing Fire Prevention Day at Botelle School

Voting on new member Susanna Wood for General member. Matthew Ludwig will contact her.

Tree Lighting, on November 25, 2023. Start decorating at noon at firehouse.

M/S/P Matthew Ludwig, Todd Miller to spend \$250.00 for the tree lighting.

**New Business:**

Fitting for water supply, need short lengths of 2½ hose, need 4 on each truck, Brian will get prices and report back next month.

Need to do an annual audit. They are working on it.

Santa Delivery for Christmas Eve. Needs to be advertised, social media and Norfolk Now.

Truck Committee will be starting up shortly, if anyone wants to be on the committee, see Brian, Matthew, or Steven.

M/S/P Todd Miller, John Hutchins to adjourn at 7:42.

Judy Ludwig  
NVFD Secretary