

Norfolk Volunteer Fire Department
Monthly Meeting Minutes
November 4, 2024

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 24 members present.

Secretary's Report

M/S/P Todd Miller, Kerry Yelsits to accept the Minutes of August 5, 2024.

Treasurer's Report

We are at 37% of the Town Budget

M/S/P Brian Hutchins, Matt Ludwig to accept the Treasurer's Report.

Officers' Reports:

Chief's Report:

1. MVA:
 - Outstanding job at the MVA in the area of 444 Greenwoods Rd West.
 - It is great to see raining topics come full circle.
 - There will be an after-action review sometime this month.
 - We are still gathering info needed.
2. Halloween:
 - Well done as always on Halloween!
 - Everyone was safe, and voting was still available.
 - Next year we are going to make different food.
3. Brush Fire Reimbursement Program:
 - Paperwork being submitted to DEEP for reimbursement.
 - We currently have paperwork for 2.
 - Falls Village Fire
 - 444 Greenwoods Rd West
4. Controlled Burn:
 - We have two properties that have reached out for a controlled burn for a donation. Those have been put on hold until indefinitely.
 - One is on School House Road, which was scheduled for early December.
 - Multiple brush piles on Ashpohtag.
5. Brush Fire Equipment:
 - Mark 3 Pump:
 - Pump along with suction hose has been moved to Squad 20 until further notice.

Unit 70:

- Is now equipped with a pump and tank for fires. Easy to take on and off.
 - We will have training on this.
6. River Place Bridge:
 - November 13th the River Place will take place.
 - Due to the fire danger Engine 90 is going to do standby.
 7. Training:
 - November 20th is our daytime training, 0900-1000.
 - The topic will be SCBA support.
 8. Ladder Swap:
 - We will be doing a ladder swap on Engine 90. The 28ft “Canaan” ladder is going to be swapped out for a 24ft 1 man ladder this week.
 - Zero dollars needed.
 9. Tree Lighting:
 - Is still on at normal time despite the tree being removed.
 10. Veterans Day:
 - November 11th at 1600 relighting of the Memorial Green War Memorial
 - Would like to have as many NVFD members attend.
 - No uniforms, but an NVFD shirt
 11. New Alarm Assignments:
 - New updated alarm assignments have been sent to LCD for input into the CAD.
 - Copy will be posted at FD.
 12. Borrowing Equipment:
 - When borrowing NVFD equipment please return it better than the condition you found it.
 - Please make sure you are getting permission from an officer.
 13. Training:
 - Car 5 has training this month.
 - The first topic will be UTV firefighting.
 14. Appeal Letter
Asking to spend \$1,100 to print, stuff and send our annual appeal.

M/S/P Matt Ludwig, Sandy Evans to swap a 28’ ladder for a 24’ ladder from another department.

M/S/P Kerry Yelsits, Justin Zarzycki to spend \$1250.00 to pay for Fire School to come from Department Funds, pending Trustee approval.

Car 2:

Going to update the NVFD 5 year plan: AEDs and updated basic medical equipment for all apparatus, new engine, FH furnishings, Traffic control storage means, anything big or small to keep our progressive movement. See car 2 or an officer with your ideas

-need Motion to give North Canaan our 20 year old airbag system.

-Great job at the MVA and Brush fire. All hands on deck by everyone mitigated everything thrown at us.

-SCBA FIT testing Monday, Nov 18th 6:30p.

-New FH plans discussion. Wed 6th at 6p, Sat 9th at 12n, Tues 12th at 6p. Next building meeting is Wed, Nov 20th 6p

M/S/P Matt Ludwig, Ted Hinman to donate the 20 year old rescue bags from E40 to North Canaan Fire Department.

Car 3:

Great job at the MVA/Brush fire call.

With UTV training night, if you can't make the training night, see Steven for additional training.

Contacted by a media group that does firehouse tours, would like to do an interview with us about the new firehouse. National Fire Radio

Car 4:

No Report

Car 5:

No Report

Car 6:

No Report

EMS Captain:

Epi-pens will be on E40 and Squad 20 as of Tuesday, 11/5.

Make sure training is up to date.

Public Relations:

Busy month.

Received a lot of water that was donated.

See Jon for if interested in FDNY operations.

Great Mountain Forest personnel very concerned about damage to the forest if a fire started. Will be meeting with NVFD chiefs to discuss plans.

Fire Marshall:

No Report

Mechanics:

Go Buggy, two batteries has been replaced

Cadets:

No Report

LCD:

March 17, 2025, LCD's new channel line-up will be active.

Looking for a person to be a 'director' for LCD, doesn't need to be the Chief, will contact ambulance also.

Committee Reports:

- **House Committee:**

Thanks for serving the food for the MVA/brush fire.

M/S/P Paul Padua, Judy Ludwig, to spend \$400.00 for tree lighting supplies and chili that was used for MVA.

- **Fund Raising:**

Veterans Tree is successful, will be moved to the school for the Veterans program. Check will be sent.

M/S/P Todd Miller, Matt Ludwig for \$500.00 for Breakfast with Santa, to come from Department funds..

- **Insurance Committee**

No Report

- **Building Committee**

Got the 46 page plans for the new firehouse, have 3 weeks to confirm with the architect. There will be a department meeting to discuss and go over the plans before they become final.

11/6 6:00 pm, 11/9 Noon, 11/12 6:00 pm dates for department meetings.

Next meeting date is Nov. 20, 2024.

- Anniversary Committee

No Report

- Truck Committee

11/13 starting at 7:30 Gowen's & Knight will be up for meeting to discuss new truck

- By-Law Committee

By Law changes were presented last month and have been available at the FD.

By Laws Changes presented 10/7/24

#1 Change the names of the membership categories

New Wording:

Article III

Membership

Section 1 Membership Classifications

- Active Members (Shall consist of no more than seventy (70) members)
- Veteran Members
- **Support** Members
- Honorary Members
- Fire Cadet Members

Section 1.1 Active Members: shall consist of **Interior**, **Exterior**, C, and D members; Associate Members; Fire Police, Fire Cadets and New Members. All Active Members will be assigned gear.

Section 1.1.1 Active **Interior** Members:

- Shall respond to all emergency and non-emergency calls when available.
- Shall show proof of FFI certification.
- Shall be expected to attend required practices and meetings as prescribed in

Article VII, Section 6.

- Shall be able to vote for and hold Line Officer, Staff Officer and Executive Officer positions.

Section 1.1.2 Active **Exterior** Members:

- Non-interior firefighting personnel. They shall have specialized status and training such as driver, pumper, equipment setup, search and rescue, medical first responder, etc.

- Shall respond to all emergency and non-emergency calls when available.
- Shall be expected to attend required practices and meetings as prescribed in

Article VII, Section 6.

- Shall not serve as Line Officer, except EMS Captain position or **Exterior Officer**
- May hold Executive Officer positions.
- May vote for Executive Officers, Line Officer and Staff Officers.
- Shall not be allowed in an involved structure.
- Shall be moved to active A status upon showing proof of Connecticut FFI certification.

Section 1.2 **Support** Members:

- Shall consist of no more than 20 members.

- Any person who is eighteen (18) years of age.
- Shall not be required to complete Firefighter I.
- Shall be exempt from Article VII, Section 6.
- Shall annually serve on at least one committee, or hold an executive office, or put in 15 hours of volunteer service to the NVFD.
- Shall not be allowed to perform any firefighting functions.
- Shall be proposed and elected **in the same way** as new members.
- Shall not vote for or hold any Line or Staff Officer position.
- Shall be allowed to vote for and hold Executive Officer positions.
- Upon written request they can move to become Active members by meeting the requirement of New Members.

#2 Change the officer vacancy language in the bylaws.

Section 8 Vacancies of Office

If a vacancy occurs, the following procedure will be followed.

At each monthly meeting, the president will ask the membership if there are any nominations for the vacant position. If a candidate is nominated and seconded for the vacant position the election will be held at the following monthly meeting. After the nomination, the president will send an email to the membership alerting them as to the date and time of the election. The standard rules of eligibility to vote for a position, as described in Article 3, will be followed.

If a vacancy occurs after the December monthly meeting, only the Chief, President, Secretary, Treasurer and Trustees positions will be filled . All other positions will remain vacant until the following annual election.

#3 Change third Lieutenant to an Exterior Officer position

New Wording:

Section 3.2 Chain of Command shall be as follows:

- Chief
- 1st Assistant Chief
- 2nd Assistant chief
- Captain
- EMS Captain
- Lieutenants (2)
- Exterior Officer

Section 3.8 Exterior Officer

To be eligible for this position, candidate must have been a member of the NVFD for 3 years and either an interior or exterior member.

- **Must be qualified to perform exterior firefighting operations.**
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.

M/S/P Ted Hinman, Justin Zarzycki to approve bylaw changes.

Correspondence:

Thank you note from CT Firefighters' Assoc. Memorial Foundation for our donation.

VFW in Winsted with invite to dinner at Asa's Place in Winsted.

Old Business:

Victoria Grosclaude was voted into membership.

Point of sale system. Software update, just download it. To purchase a new 'square' tonight is \$\$50.00 off.

M/S/P Matthew Ludwig, Steven Hutchins, to purchase a new 'square', not to exceed \$300.00.

New Business:

Received a donation of pump and hose for brush fire equipment. A thank you note will be sent. Breast Cancer t-shirt will be included.

M/S/P Brian Hutchins, Todd Miller, to use Annual Appeal funds toward a new truck fund.

M/S/P Brian Hutchins, Judy Ludwig for \$1100.00 for printing and postage to send Annual Appeal letter to Goulet Printing, from department funds, pending Trustee approval.

Hartford Health Care for fire fighter cancer screenings, might be another option for physicals. Dan is getting information on this. Will report back to department.

President announced that there is a vacancy for an Exterior Officer position.

Meeting adjourned at 8:07 pm

Judy Ludwig
NVFD Secretary