

Norfolk Volunteer Fire Department  
Monthly Meeting Minutes  
October 7, 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 25 members present.

**Secretary's Report**

**M/S/P** Todd Miller, Kerry Yelsits to accept the Minutes of August 5, 2024, with correction about engine number.

**Treasurer's Report**

We are at 35% of the Town Budget

**M/S/P** Matthew Ludwig, Steven Hutchins to accept the Treasurer's Report.

**Officers' Reports:**

**Chief's Report:**

- Tues Oct 8<sup>th</sup> Fire Prevention 0830-? Please be at the station at 0800.
- Oct 19<sup>th</sup> Tour de Forest 0800-1300. Please be at the station by 0930. Need to provide traffic control.
- Oct 18<sup>th</sup> Norfolk Fire Banquet at the VFW in North Canaan. Doors open at 1800. Dinner at 1930ish
- On Oct 20<sup>th</sup> our adopted Fire Department is having an open house. Cornwall Fire will open their doors at noon until 1400 at the West Cornwall Station
- Oct 23<sup>rd</sup> Cornwall fire has asked us to help them with instruction of a foam drill at their station. Leaving Norfolk at 1800
- Oct 23<sup>rd</sup> at 0900 training at NVFD. Let C1 know if you would like to attend. Going to offer training once a month until spring
- The Dry hydrant grant application window will be opening soon. We are going to put in for a repair to the hydrant at 602 Greenwoods Rd East
- Oct 28<sup>th</sup> River Place will be closed off at the bridge. We are going to put E30 on the opposite side so there is still fire protection in the area.
- In November, the traffic light will be installed on Route 44. There will be an audio detector so our sirens can change the light.
- Halloween Maple Ave. festivities start at 1700 until 1930 or so. Setting up as normal unlike what Norfolk Now reported. We are only on the road to protect the pedestrians. Traffic is still permitted, and early voting will still be available.
- When doing equipment inspections please inspect everything on the list. We have had a few pieces of equipment out of fuel recently and that makes them unprepared during an emergency.

### **Car 2:**

Finally sold the old bumper off B50 for \$225.

FIT testing scheduled for Monday, November 18th 6:30p

SCBA grant update: met with MSA and SCOTT and are waiting for pricing and options that the grant will cover.

-RedAlert Reporting software update: Finishing uploading all the data and configuring the platform with Norfolk items to make the transition as seamless as possible. Training for officers and any member that wants to assist in record keeping will be Oct/Nov.

Motion for \$200 for candy and refreshments for Halloween. Going to switch it up to traveling tacos.

**M/S/P** Matthew Ludwig, Ashley Allyn to spend \$200.00 to buy refreshments and candy for Halloween to come from department funds. Will be 'travelin tacos' this year.

### **Car 3:**

Possibly might be a late fall tanker shuttle, more information to come.

Use arrows properly on the trucks.

### **Car 4:**

No Report

### **Car 5:**

Car 5 is back on days.

Have finalized new driver training information document. Will be included with the minutes. Next month will have training on it. Will be discussed more fully next month.

### **Car 6:**

The Light of Service will be held at the Congregational Church, Sunday, Oct. 13, 2024 at during the service at 10:00 am. Any members are asked to attend if possible.

### **Car 7:**

No Report

### **EMS Captain:**

Supplemental first responder certificate has been renewed for another year.

Locked box by file cabinet in office, leave medical forms there.

First responder class in Salisbury, can be used for recertification.

### **Public Relations:**

Still time for extra photos send to Jon Barbagallo.

Radios in EMS trailer have finally been updated. There are 4 radios in the trailer. The 800 radios in the trailer is the most UpToDate.

Regional EMD group met, more information coming. Potential for new carts, may be updated with new funding. 10 cases of water, use if needed. Replacing disposals from New Hartford fire.

Looking to revitalize EMS in the area.

### **Fire Marshall:**

Completed Yale School, the art building, the only entrance on the Bravo/Charlie side.

Done more work on signage around the town.

Waiting on Eversource to activate the new solar field. Everything seems to be up to code, tight but okay. Keith requested training for the department, working on dates in the future.

Fire Prevention tomorrow, go for 9:00, smoke detectors, co2 detectors, do age appropriate 911 calls. Whoever can join please be a firehouse at 8:15.

Question about radios – everything good until they went to Tac6 on a ropes call. Not all radios have been programmed to that. Question about new app, couldn't see who is responding.

Solar panels at the school have been removed. Need to look at the new fuel tank at the school to become familiar with how it works. Vents over the stage had to lift and modify them with the new roof. Still a work in progress.

### **Mechanics:**

No Report

### **Cadets:**

No Report

### **LCD:**

No Report

### **Committee Reports:**

- **House Committee:**

No report

- **Fund Raising:**

Breast Cancer awareness shirts are here, need to get them sold, with advance notice, we can sell in front of the Berkshire store.

Veterans tree is set in the Hub, on 11/11 will be transported to the school for their ceremony. All proceeds will go to the Sailor & Marines home.

Paul will look into Karaoke at the Pub, and report back next month.

Nov. 30, tree lighting at town green,

Breakfast with Santa, Dec. 7, 2024, at Battelle Chapel.

- **Insurance Committee**

No Report

- **Building Committee**

Hiring a construction manager, Newfield, out of Hartford. Still working on design. Not sure when it will be going out to bid. Probably right after the first of the year. Hope to start construction in the spring. Will go to a town vote, once we get a final cost figure. Before the town vote there will be one more Hub/town talk. Still need final figure on Congressional funds.

- **Anniversary Committee**

No Report

- **Truck Committee**

Last preliminary meeting with Gowen's & Knight will be on Oct. 23 at 6:00.

- **By-Law Committee**

Three changes presented, posted and voted on next month.

## **By Laws Changes 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.**

#### **Correspondence:**

Old tires were sold for \$1000.00 Richard will deposit it tomorrow. Thank you letter will be sent.

Conn. State Fire Marshall Memorial Foundation looking for a donation.

**M/S/P** Matthew Ludwig, Brian Hutchins to make a \$250.00 donation to come from department funds.

**M/S/P** Matthew Ludwig, John DeShazo to send \$250.00 to the Connecticut Burn center foundation to come from department funds.

Thank you letter from person who received care from Ambulance and Fire Department.

Donation of \$100.00 from the Swap Shop.

**Old Business:**

Vacancy in officer position. No takers.

**New Business:**

Ryan business machines got in touch with Richard, copy machine is very old.

Application for new membership from Victoria Grosclaude for Active A member. Will be voted on in November.

**M/S/P** Matthew Ludwig, Richard Byrne Meeting adjourned 7:53

Judy Ludwig  
NVFD Secretary