

KENT VOLUNTEER FIRE DEPARTMENT

DECEMBER MEMBERSHIP MEETING **APPROVED** MINUTES

12.03.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

MEMBERS: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

GUESTS: none

Call to order @ 1932

Minutes of November meeting

MOTION: M. Petrone/2nd R. Trautman **Accept the minutes as corrected.**

Discussion:

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining:

Motion passed

Public Comment - J. Christen reported he may need help installing the new wire for the Ice Watch. He will send an email if he does.

Correspondence

Bonnie received an email from Willy Gawel requesting to be moved to Veteran status.

MOTION: A. Gawel /2nd MA VanValkenburg. **To accept Willy Gawel's request to move to veteran status**

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

Membership

MOTION: A. Gawel /2nd MA VanValkenburg **To accept Austin Pronovost as a full member.**

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

Old Business

-Kent Presents Grant: We were awarded the \$5,000.00 request we submitted.

-Christmas Party/Awards Dinner:

MOTION: MA VanValkenburg/2nd A. Gawel **To spend up to \$2000.00 on the Christmas Party/Awards Dinner.**

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: C. Rochovansky

Abstaining: J. Speck

Motion passed

-Nominating Committee: presentation of list follows below. Rebecca reported one vacancy of the president's position not filled so far.

President: VACANT

Secretary: Jean Speck

Treasurer: Caralee Rochovansky

Chief: Alan Gawel

Assistant Chief: Gary Hock

Assistant Chief: Wendell Soule

Ambulance Chief: Mary Ann Van Valkenburg

Assistant Ambulance Chief: Bonnie Donzella

Captain: John Russell

Captain: Tim Limbos

Lieutenant: Eddie Tuz

Lieutenant: Chris Munson

Engineer: John Christen

-Technology Equipment:

MOTION: T. Limbos/2nd G. Hock To spend up to \$1200.00 on Orbi wifi system.

Discussion.

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, R. Trautman, MA Van Valkenburg.

Voting no: M. Starr

Abstaining: J. Speck

Motion passed

-Santa's Express: Gwen Price reported everything is in place. Santa will be delivering to 21 children.

New Business

Constitution & By-law changes:

MOTION: G. Price/2nd B. Donzella To amend Article VI: Meetings, Section 1 of the bylaws.

Discussion: (to change the meeting time from 7:30pm to 7:00pm)

Voting yes: J. Canning, B. Donzella, J. Donzella, A. Gawel, M. Petrone, G. Price, J. Russell, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: T. Limbos, G. Hock, J. Christen

Abstaining: J. Speck, C. Rochovansky

Motion passed

MOTION: C. Rochovansky/2nd M. Petrone To remove Article VII: Elections, Section 1 of the bylaws.

Discussion: (to remove nominating committee reference). It was noted by members that the empowerment of the Chief and President in Article V of the bylaws to appoint committees was adequate.

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

MOTION: A. Gawel/2nd G. Price **To re-number Article VII: Elections, Section 2 of the bylaws.**

Discussion: (this is a technical change to renumber the section due to the previous motion to remove Section 1)

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

MOTION: C. Rochovansky/2nd T. Limbos **To amend Article IX: Suspension and Amendments of the bylaws.**

Discussion: (this is to amend the number of times the by-laws may be amended from two to four times a year) This secretary reported that the logistics of this change would be difficult to maintain.

Voting yes: J. Donzella, G. Hock, C. Rochovansky,

Voting no: J. Christen, B. Donzella, A. Gawel, T. Limbos, M. Petrone, G. Price, J. Russell, W. Soule, J. Speck, M. Starr, R. Trautmann, MA VanValkenburg.

Abstaining: J. Canning

Motion failed

MOTION: B. Donzella/2nd A. Gawel **To amend Article IX: Suspension and Amendments of the bylaws.**

Discussion: (this is a technical change to remove language requiring amendment proposals to be posted to the KVFD website, to match constitution)

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

MOTION: C. Rochovansky,/2nd A. Gawel **Article XII: Payment of Bills, Section 1 of the bylaws.**

Discussion: (this is to remove assistant fire chief from list of signers for recurring bills and add president and secretary.)

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, R. Trautman, MA Van Valkenburg.

Voting no: M. Starr

Abstaining: J. Speck

Motion passed

-Powerload stretcher: Mike reported he contacted New England Fire apparatus for pricing to install a Powerload into A2, and because of the age of the vehicle, the cost would be upwards of \$15,000. Because of this, Mike recommends waiting on this purchase.

12-lead monitor - Mike recommends focusing trying to fund up to two 12-lead monitors.

MOTION: M. Petrone/2nd C. Rochovansky **To use money from the Aiken Fund to purchase two Physio Cardiac Monitors.**

Discussion: questions about adding a service contract for the devices, purchasing cash vs. paying over time, ability to use the Aiken Fund. J. Russell reported according to department's Endowment/Investment Policy, the Aiken Fund can only be used to purchase ambulances; C. Rochovansky reported the opinion from the auditor was that the original money was long spent and so the current fund is not restricted.

M. Starr left @2113

Motion RESCINDED

MOTION: M. Petrone/2nd R. Trautman To replace the cardiac monitor on A1 for \$26,327 paid for over five years at zero percent financing with a \$1.00 payout.

Discussion.

Voting yes: J. Christen, J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

MOTION: M. Petrone/2nd R. Trautman To pay \$440.00 for the Boy Scouts charter.

Discussion:

J. Christen left @2125

Voting yes: J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

Treasurer's report

MOTION: C. Rochovansky/2nd T. Limbos To pay the bills as read (attached).

Discussion:

Voting yes: J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, R. Trautman, MA Van Valkenburg.

Voting no:

Abstaining: J. Speck

Motion passed

MOTION: C. Rochovansky/2nd T. Limbos To purchase 800 stamps at \$400.00.

Discussion: This is to save on the upcoming USPS price increase in January.

Voting yes: J. Canning, B. Donzella, J. Donzella, A. Gawel, G. Hock, T. Limbos, M. Petrone, G. Price, C. Rochovansky, J. Russell, W. Soule, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

Fire Chief's Report

- Regional fire chief's meeting was canceled due to weather.
- Kudos to the membership on the good work to make the Parade of Lights a success.
- Alan reminded members to make sure incident attendance sheets get filled out for every call. If you think you may have been missed, be sure to send an email to the Records Clerk.
- If anyone has been contacted by Louis Tree service to park their vehicles, please email the president.
- Alan reported on the Town subcommittee. Meetings are scheduled adhoc and the next meeting is Tuesday December 11th. He reported they have had two meetings; Alan, Gwen and Gary were appointed to the committee. The meetings have been productive and enlightening for both Town and KVFD members. The Town members have been encouraging addition of capital items: levels are \$1500-\$24,999 and over \$25,000. The KVFD members of the committee will be meeting tomorrow night to discuss the capital budget.
- W. Soule read the list of incidents for the previous month - 10 total, 240 YTD.

J. Russell left @2202

QUORUM LOST

Ambulance Chief's report: 29 calls in October; YTD 376.

Line Officer Reports:

- Asst. Chief Soule reported he is working with the officers to get all the calls entered into ImageTrend.
- He would like the membership to consider how the reimbursement from the federal government from the brush fire last year should be handled, whether those who worked the fire should receive the funds or if the funds should go into the operating fund. He will bring this up for consideration at the next monthly meeting.

Appointed Officer Reports

- Facilities Coordinator submitted a written report to the president:
 - Women's restroom toilets are being worked on by Dean Ackerman and awaiting parts;
 - Bulbs at front exterior entry were replaced but the lights are still not working. Might be the ballast - John Gleason has been contacted.
 - The ongoing issue of meeting room outlets tripping the breaker has been resolved. Please contact her if it happens again.
 - HVAC filters have been replaced; Dean Ackerman will be replacing the filters in the furnaces but his door code is not working on the utility room.

Committee reports - none

Warning of expenditures:

- M. Petrone for expenditure for a service contract for the Physio cardiac monitor.
- A. Gawel warned to spend money to run the fiber cable to the town garage.
- MA Van Valkenburg warned for recruitment items.
- J. Speck warned for technology equipment.

Meeting closed by the President @ 2227

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: 07 JANUARY

REFRESHMENT COMMITTEE:

CHAIR: A. BISENIUS

MEMBERS: P. BERNARD, J. BISENIUS, J. CANNING

:59 PM

2/03/18

Approved
Treasurer
Carolee Robinson
12/3/18

Kent Volunteer Fire Department, Inc.
Recuring Bills/ Bills Paid after Last Meeting

RECEIVED	
Date <i>02/03/18</i>	By <i>[Signature]</i>

Date	Num	Memo	Amount
Aquarion Water Co. / 2566			
11/26/2018	10/19/18 - 11/19/18	Rear building for service 10/19/18 - 11/19/18	-36.27
11/28/2018	1102	200101566	-36.27
Aquarion water Co. / 3543			
11/19/2018	10/19/18 - 11/19/18	FH 1" line service 10/19/18 - 11/19/18	-45.27
11/28/2018	2626	200103543	-45.27
Eversource / 3023			
11/19/2018	10/15/18 - 11/13/18	Rear Building for service 10/15/1/ - 11/13/18	-220.12
11/28/2018	1103	51921453023	-220.12
Eversource / 3031			
11/19/2018	10/16/18 - 11/13/18	Ambulance barn for service 10/16/18 - 11/13/18	-13.40
11/28/2018	2627	51230743031	-13.40
Eversource / 4083			
11/19/2018	10/15/18 - 11/13/18	FH service for 10/15/18 - 11/13/18	-1,137.34
11/28/2018	2628	51596934083	-1,137.34
Frontier Communications			
11/26/2018	11/21/18 - 12/20/18	For phone, internet, and dish for 11/21/18 - 12/20/18	-222.30
11/28/2018	2629	For phone, internet, and dish for 11/21/18 - 12/20/18	-222.30
Ingegneri Cleaning Services, Inc.			
11/08/2018	Inv 1577	Cleaning 10/9 & 10/23/2018	-600.00
11/15/2018	2624	Cleaning 10/9 & 10/23/2018	-600.00
Northern Dutchess Paramedics			
11/07/2018	18-11440	Run 18-11440 62 Carter Rd	-300.00
11/09/2018	2621	Run 18-11440 62 Carter Rd	-300.00
Postmaster, Gaylordsville			
11/30/2018		1st Responder Stamps	-70.00
11/30/2018		1st Responder Stamps	-70.00
Quick Med Claims LLC			
11/08/2018	Inv 9623	Billing services for the month of October 2018, invoice missed	-891.23
11/09/2018	2622	Billing services for the month of October 2018, invoice missed	-891.23
Union Savings Bank			
11/14/2018	2625	Oct 2018 Radio Loan payment	-759.72
11/26/2018	Radio Loan	Loan payment for radios due 12/6/18	-759.72
11/28/2018	2630	Loan payment for radios due 12/6/18	-759.72
Verizon			
11/19/2018	Inv 9817770266		-67.43
11/28/2018	2631		-67.43

Adobe, Inc.
Acct. 6117 debit

Monthly Subscription Change
for Aerobik Pro DC

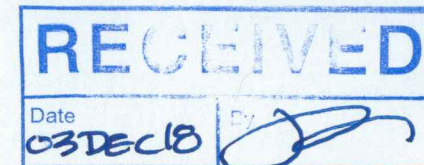
13.12
5,135.84

:07 PM

2/03/18

Approved
Treasurer
Caralee Rochovansky
12/3/18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
 As of December 3, 2018



Date	Num	Memo	Open Balance
Ace Hardware of Kent			
11/19/2018	Inv 007655	Filters	23.98
12/02/2018	Ref 7372	6 Filters 20x20x1	71.94
Total Ace Hardware of Kent			95.92
Caralee Rochovansky.			
11/20/2018	Reimbursement	Reimbursement for payment on line of CT Charitable Organization Renewal	50.00
Total Caralee Rochovansky.			50.00
Davis IGA, Inc			
12/03/2018	November Charges	Parade of Lights	109.63
12/03/2018	Nov. Charges	Parade of Lights	83.75
Total Davis IGA, Inc			193.38
Jean Speck			
12/01/2018	Reimbursement	250 Recruitment & Retention Business cards	48.58
Total Jean Speck			48.58
Kent Auto Parts, LLC			
12/03/2018	Inv 102151	2.5 DEF	24.22
Total Kent Auto Parts, LLC			24.22
Kent Wine & Spirit			
11/07/2018	Inv 1394150/139...	Bags of Ice	161.48
Total Kent Wine & Spirit			161.48
Minerva Cleaners			
11/26/2018	Inv 976-2	Cleaning and repair of turnout gear	603.25
Total Minerva Cleaners			603.25
Soule Tree and Property Management			
11/19/2018	Inv 1361	Tree removal and pruning at rear building	400.00
Total Soule Tree and Property Management			400.00
Superior Plus Energy Services			
12/03/2018	Ticket 16847/168...	For 733.5 gal. of Propane at \$1.57 per gal.	1,123.33
Total Superior Plus Energy Services			1,123.33
TEC Control Systems, Inc			
11/12/2018	Inv 71176	Semi-annual test & inspection of fire alarm system on 11/02/2018	220.00
Total TEC Control Systems, Inc			220.00

:07 PM
2/03/18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
As of December 3, 2018

Date	Num	Memo	Open Balance
Tucker O'Brien Property Management LLC			
11/13/2018	Inv 4637 3rd pymt	Lawn mowing 2018, 3rd installment payment	1,100.00
Total Tucker O'Brien Property Management LLC			1,100.00
Union Savings Bank			
11/19/2018	Safe deposit rent	Annual rental fee	85.00
Total Union Savings Bank			85.00
US Foods inc			
11/29/2018	Inv 2290330	Paper goods for Firehouse	178.77
Total US Foods inc			178.77
Welsh Sanitation Service			
11/07/2018	Oct. 2018	Service for October 2018	42.00
Total Welsh Sanitation Service			42.00
TOTAL			4,325.93

KENT VOLUNTEER FIRE DEPARTMENT

NOVEMBER MEMBERSHIP MEETING APPROVED MINUTES

11.05.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

MEMBERS: B. Donzella, J. Christen, J. Canning, E. Epstein, A. Gawel, G. Hock (arr @ 1937), R. Kennedy, T. Limbos (arr@2015), A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Russell, J. Shaw, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

GUESTS: Darren Owen, Owen Bros.

Call to order @ 1932

Minutes of October meeting

MOTION: R. Trautman /2nd M. Petrone **Accept the minutes with the correction of removing Eric Epstein from the nominating committee.**

Discussion:

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, A. Petrone, M. Petrone, G. Price, A. Romano, J. Russell, J. Shaw, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: C. Rochovansky

Motion passed

Public Comment - none

MOTION: J. Christen/2nd M. Petrone **To add Ice Watch, 12-Lead Monitor, and Powerload to the agenda.**

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Russell, J. Shaw, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

MOTION: A. Gawel /2nd MA VanValkenburg **To add Owen Bros. Utterly Funny Comedy Show fundraiser to the agenda.**

Discussion about ticket sales.

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Russell, J. Shaw, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

From Gwen Price - Kent Quilters is having their Holiday Party december 7th @ 1730 at Swift House. She requested the president or chief attend.

Correspondence - donation notes read.

Upcoming Parades of Light:

- Amenia Fire Company Parade of Lights is Friday december 7th with 1700 line-up and 1800 step-off.

- Millerton Fire Company Parade of Lights is Friday November 23rd

Membership - none

J. Russell & A. Gawel left on an ambulance call

Old Business

-Rear Building: M. Starr reported he is still waiting for information on heating oil agreement, supplier, and last service on furnaces.

-Grave flags & markers: T. Limbos presented costs.

MOTION: M. Petrone/2nd R. Trautman **To spend up to \$2000 on grave markers & flags.**

Discussion.

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Shaw, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

-Parade of Lights - Planned for December 1st. Auxiliary has offered to do food, John Cristian will be point person for line-up.

-Awards event - MA VanValkenburg reported there will be a combined Awards dinner/holiday party on December 15th (NOTE** this date was reported at the meeting as December 8th, but has since been changed to December 15th. In the interest of **not** disseminating incorrect information, the author has included this editorial note.)

T. Limbos arrived @ 2015

-Spotted Dog software - T. Limbos spoke on the attributes of the app.

New Business

-2019 meeting schedule:

MOTION: M. Petrone/2nd R. Trautman **To submit the attached list of 2019 membership and EC meeting dates to the Town Clerk.**

Discussion.

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Shaw, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

-Technology Equipment:

MOTION: M. Petrone/2nd R. Trautman **To spend \$175.00 for a one-year subscription of Adobe DC Pro online subscription through TechSoup.**

Discussion.

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Shaw, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

-Santa's Express: Gwen Price reported everything is in place.

-Eversource Revocable License Agreement: Susie Rundall reported on this contract which will allow Eversource to use the gravel lot only in the case of a large-scale incident. Concern about enough room for Eversource, the public, and members to park and utilize the building in the case of a natural or other disaster was voiced.

MOTION: *E. Epstein/2nd M. Starr* **To not sign the Eversource Revocable License Agreement.**

Discussion.

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Shaw, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: C. Rochovansky, J. Speck

Motion passed

-Ice Watch

MOTION: *J. Christen/2nd MA VanValkenburg* **To accept John Cristian's submitted budget for up to \$1000 for the Ice Watch fundraiser.**

Discussion.

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Shaw, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

-Powerload stretcher: Mike reported we have the opportunity to purchase a demo stretcher, powerload and service contract. He is warning to spend \$49,669.03 next month.

-12-lead monitor: Mike reported he has gotten pricing for a new 12-lead monitor - \$26,327.18 which would be a 0% 5-year lease at \$438.79/month, with a \$1 payoff at the end.

-Owen Bros. Utterly Funny Comedy fundraiser:

MOTION: *J. Cristian/2nd C. Rochovansky* **To approve a budget of \$1500.00 for the Utterly Funny Comedy Event scheduled for February 9th, 2019.**

Discussion.

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Shaw, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

Treasurer's report

MOTION: *T. Limbos/2nd R. Trautman* **To pay the bills as read (attached).**

Discussion:

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, A. Romano, J. Shaw, W. Soule, R. Trautman, MA Van Valkenburg.

Voting no: M. Starr

Abstaining: J. Speck

Motion passed

J. Canning left meeting

C. Rochovansky left meeting

Fire Chief's Report -

W. Soule read the list of incidents for the previous month - 23 total.

Ambulance Chief's report: 29 calls in October; YTD 337. Mountain Bike race stand-by coming up at South Kent School.

Line Officer Reports:

- Captain Limbos - Hazmat Refresher is this Wednesday evening @ 1900. G. Hock requested a list of members who have outstanding Hazmat and & BBAB.

A. Gawel & J. Russell returned from call

G. Hock left @ 2115

Appointed Officer Reports

Communications Officer:

MOTION: T. Limbos/2nd R. Trautman **To recycle 4 non-operational portables and 16 non-operational pagers.**

Discussion:

Voting yes: B. Donzella, J. Christen, E. Epstein, A. Gawel, R. Kennedy, A. Petrone, M. Petrone, G. Price, A. Romano, J. Russell, J. Shaw, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

MOTION: T. Limbos/2nd R. Trautman **To recycle 4 non-operational portables and 16 non-operational pagers.**

Discussion:

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, A. Gawel, R. Kennedy, A. Petrone, M. Petrone, G. Price, A. Romano, J. Russell, J. Shaw, W. Soule, J. Speck, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no: none

Abstaining: none

A. Gawel reported he and T. Limbos are working with FirstNet and would like to schedule a date for them to come give a presentation.

Committee reports

MOTION: MA Van Valkenburg/2nd J. Russell **To spend up \$120.00 on a recruitment card.**

Discussion:

Voting yes: B. Donzella, J. Christen, J. Canning, E. Epstein, A. Gawel, R. Kennedy, A. Petrone, M. Petrone, G. Price, A. Romano, J. Russell, J. Shaw, W. Soule, M. Starr, R. Trautman, MA Van Valkenburg.

Voting no:

Abstaining: J. Speck

Warning of expenditures:

- M. Petrone warned for a Powerload stretcher, load system and service contract.
- M. Petrone warned for a 12-lead monitor.
- MA Van Valkenburg warned for recruitment items.
- J. Speck warned for technology equipment.

Meeting adjourned @ 2156

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: 03 DECEMBER**REFRESHMENT COMMITTEE:**

Chair: Eddie Tuz.

Members: Mary Ann Van Valkenburg, Adam Woodruff



Kent Volunteer Fire Department, Inc.
P.O. Box 355, Kent, Connecticut 06757

2019 Regular Monthly Meeting Schedule
Meetings recur the 1st Monday of each month at 7:30 PM

January 7

February 4

March 4

April 1

May 6

June 3

July 1

August 5

September 3

October 7

November 4

December 2



Kent Volunteer Fire Department, Inc.
P.O. Box 355 Kent, Connecticut 06757

2019 Executive Committee Meeting Schedule

Meetings recur the 4th Monday of each month at 7:30 PM

January 28

February 25

March 25

April 22

May 28 (Tuesday)

June 24

July 22

August 26

September 23

October 28

November 25

December 23

10 PM
1/05/18

Approved
Charles Rochovansky
11/9/18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
As of November 5, 2018



Date	Num	Memo	Open Balance
Ace Hardware of Kent			
10/25/2018	6931	USB car adapter lamp	5.99
Total Ace Hardware of Kent			5.99
Aquation Water Co. / 2558			
11/02/2018	9/27/18 - 10/25/18	Private fire service 6" line	126.48
Total Aquation Water Co. / 2558			126.48
Davis IGA, Inc			
11/01/2018	October charges	October Charges	252.66
Total Davis IGA, Inc			252.66
EMS Institute Inc @ Sharon Hosp.			
10/12/2018	12/20/17	7 CPR cards	42.00
Total EMS Institute Inc @ Sharon Hosp.			42.00
Firematic Supply Co., Inc			
10/27/2018	Inv 363230	Facecaps for Survivor LED	14.32
10/27/2018		Facecaps for Survivor LED	24.54
Total Firematic Supply Co., Inc			38.86
Kent Sewer Commission			
11/02/2018	11/1/18 installment	Sewer Tax 11/1/2018 installment for sewer usage	139.50
Total Kent Sewer Commission			139.50
Levine Automotive			
11/02/2018	08-102388	2 Deka batteries	243.26
Total Levine Automotive			243.26
Medical Warehouse, Inc.			
10/11/2018	Inv 193760	Medical supplies	262.01
10/11/2018	Inv 193761	One scoop exl	1,025.20
Total Medical Warehouse, Inc.			1,287.21
Rochovansky, Caralee			
10/10/2018	Reimbursement	Reimbursement for clipboard box for ambulance	14.99
Total Rochovansky, Caralee			14.99
Soule, Wendell			
10/10/2018	Reimbursement	Double AA batteries for air packs	46.65
Total Soule, Wendell			46.65

10 PM
1/05/18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
As of November 5, 2018

Date	Num	Memo	Open Balance
Spotted Dog Technologies 09/20/2018	Inv 10014738	12 Rover Standard 10/01/2018 - 09/30/2019	860.00
Total Spotted Dog Technologies			860.00
Staples, Inc 10/29/2018	Inv 2167320151	Copy paper, Pilot G2 pens, laser ink, invisible tape, Epson durabrite	192.23
Total Staples, Inc			192.23
Swissphone 11/03/2018	Inv S1-305845	Repair one Swissphone	88.30
Total Swissphone			88.30
Town of Kent 10/15/2018	14-262	Diesel fuel 619.199 gal used from 6/23/18 - 9/11/18	1,355.87
Total Town of Kent			1,355.87
Tracy Fillow, CPA 10/25/2018	Ltr. 10/25/2018	Second payment on 2017 audit.	7,000.00
Total Tracy Fillow, CPA			7,000.00
Utility Communications, Inc. 10/11/2018	Inv 76283	8 leather radio cases and straps	480.00
Total Utility Communications, Inc.			480.00
Welsh Sanitation Service 10/10/2018	9/1/18 - 9/30/18	Service for 9/1/18 - 9/30/18	42.00
Total Welsh Sanitation Service			42.00
TOTAL			12,216.00

KENT VOLUNTEER FIRE DEPARTMENT

OCTOBER MEMBERSHIP MEETING **APPROVED** MINUTES

10.01.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

MEMBERS: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, G. Hock (arr @ 2003), R. Kennedy, G. Price, C. Rochovansky, J. Shaw, W. Soule, J. Speck, M. Starr, MA Van Valkenburg.

GUESTS: none

Call to order @ 1952

MOTION: B. Donzella/2nd G. Price To add nominating committee to agenda under new business.

Discussion: none

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, R. Kennedy, G. Price, C. Rochovansky, J. Shaw, W. Soule, J. Speck, M. Starr, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

MOTION: E. Epstein/2nd G. Price To move the treasurer report after membership.

Discussion: none

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, R. Kennedy, G. Price, C. Rochovansky, J. Shaw, W. Soule, J. Speck, M. Starr, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

Minutes of Sept meeting

MOTION: J. Shaw /2nd G. Price Accept the minutes with the addition of appointment of Gwen Price and Jean Speck to the EMS staffing committee.

Discussion:

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, R. Kennedy, G. Price, C. Rochovansky, J. Shaw, W. Soule, J. Speck, M. Starr, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

Public Comment - none

Correspondence - donation notes read.

Membership - none

Treasurer's report

MOTION: J. Shaw/2nd G. Hock To pay the bills as read, except for the Spotted Dog bill.

Discussion: Question about the Spotted Dog app by members. Bonnie to follow up with Tim to provide information on usage so far.

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, G. Price, C. Rochovansky, J. Shaw, W. Soule, M. Starr, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck

Motion passed

Old Business

-*Rear Building* - M. Starr reported on progress with committee. They met with John Gleason to go over electrical issues regarding old ballasts that must be removed and are considered hazardous waste; removal of trees that are growing into the slab; removal of entry stairs and railing. They are working on prices on all.

-*Grave flags & markers* - discussion. Tim should come to next meeting with quote.

-*Annual appeal letter* - J. Speck reported the letter is finished and is due to drop next week.

New Business

-*Constitution & Bylaw changes* - B. Donzella, C. Rochovansky, G. Price submitted suggested amendments.

-*Parade of Lights* - discussion regarding date of event.

MOTION: MA VanValkenburg/2nd A. Gawel **To spend up to \$500 on Parade of Lights event.**

Discussion.

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, G. Price, J. Shaw, W. Soule, M. Starr, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck, C. Rochovansky,

Motion passed

-*Awards Event* - discussion of event.

MOTION: MA VanValkenburg/2nd A. Gawel **To spend up to \$500 on membership event.**

Discussion.

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, G. Price, J. Shaw, W. Soule, M. Starr, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck, C. Rochovansky,

Motion passed

-*Technology equipment* - Jean reported she would like to increase the speed of data coming into the firehouse.

MOTION: B. Donzella/2nd MA VanValkenburg **To increase the Charter bill \$10.00/month to increase the data speed coming into the firehouse.**

Discussion.

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, G. Price, J. Shaw, W. Soule, MA Van Valkenburg.

Voting no: none

Abstaining: J. Speck, M. Starr

Motion passed

-*Ambulance staffing committee* - MA Van Valkenburg reported on status - committee needs to look into policies and procedures and any changes in insurance coverage. Discussion about costs and looping in the town leadership.

-*Nominating committee* - B. Donzella is looking for volunteers to serve on the nominating committee. There was discussion of how the committee make-up happens.

MOTION: E. Epstein/2nd J. Shaw To nominate C. Rochovansky, R. Trautmann, S. Green & D. Devita to serve on the nominating committee.

Discussion.

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, G. Price, C. Rochovansky, J. Shaw, W. Soule, M. Starr, MA Van Valkenburg.

Voting no: J. Speck

Abstaining: none

Motion passed

Fire Chief's Report -

- Joint NM Area Fire Chiefs/NW Fire Chiefs meeting, November 15th: meeting will be here. All are welcome.
- Water company: Alan is scheduling a meeting for November 19th.
- Pumpkin Run, October 28th: organizers have requested an EMS crew with the Gator.
- Gilmore Girls FanFest, October 20: they would like use of the parking lot.
- Kent Presents: organizers have decided this is the last year for the event.
- Comic Night event, February 9th, 2019: proposal from local resident to organize a comedy night event (snow date of February 16th) to take place here in the apparatus bays, with all proceeds donated back to the KVFD.

MOTION: A. Gawel/2nd B. Donzella To support comedy event.

Discussion.

Voting yes: B. Donzella, J. Donzella, J. Canning, E. Epstein, A. Gawel, G. Hock, R. Kennedy, G. Price, C. Rochovansky, J. Shaw, W. Soule, J. Speck, M. Starr, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

W. Soule read incident responses for previous month - 25 for the month.

E. Epstein, M. Starr left @ 2105.

QUORUM LOST @ 2105

Ambulance Chief's report: Mary Ann reported there were 33 calls for the previous month. Continue to have Lime Rock Park's ambulance on loan to demo Type II style vehicle.

Line Officer Reports:

- Captain Limbos - Fire Prevention Open House is scheduled for October 14th at 1000. Please contact Tim to volunteer at the event.

Appointed Officer Reports

- *Communications Officer:* nothing new on repeater; new officer radios are in and have been distributed. A1 modem is up and running and crew feedback has been positive. REMINDER: please return radios to the chargers after using them. If a radio is lost or damaged, please report it immediately to communications@kentfire.org or kent1@kentfire.org.

Committee reports

Golf: Tournament is taking place tomorrow.

Santa's Express: the event is scheduled for registration will open October 15th.

Ball Committee: A new committee has been formed, B. Donzella appointed C. Rochovansky chair.

Warning of expenditures:

- G. Hock warned for Spotted Dog payment.
- J. Speck warned for technology equipment.

Meeting adjourned @ 2140

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: 05 NOVEMBER

REFRESHMENT COMMITTEE:

Chair: Matt Starr

Members: Alexis Swagemaker, Rebecca Trautman, Max Malasky

SEPT MEMBERSHIP MEETING **APPROVED** MINUTES

09.04.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

MEMBERS: B. Donzella, A. Gawel, W. Soule, MA Van Valkenburg, R. Trautman, G. Price, J. Canning, E. Epstein, M. Starr, J. Christen, C. Rochovansky, M. Petrone (arr. @1936), E. Tuz (arr.@1940), B. D'Orio (arr. @ 1940), T. Limbos (arr. @1947), R. Kennedy (arr@2010), S. Dingee (arr@2157).

GUESTS: none

Call to order @ 1933

Minutes of August 6th meeting

MOTION: R. Trautman /G. Price **Accept the minutes.**

Discussion: none

Voting yes: B. Donzella, A. Gawel, W. Soule, MA. Van Valkenburg, R. Trautman, G. Price, J. Canning, E. Epstein, M. Starr, J. Christen, C. Rochovansky

Voting no: none

Abstaining: none

Motion passed

Public Comment - none

Correspondence - donation notes read.

Membership - none

Old Business

-Rear Building - discussion about the committee entering into negotiations with interested parties.

MOTION: C. Rochovansky/R. Trautman **To empower the Rear Building Committee to negotiate the rear building rental contract.**

Discussion: none

Voting yes: B. Donzella, A. Gawel, W. Soule, MA Van Valkenburg, R. Trautman, G. Price, J. Canning, E. Epstein, M. Starr, J. Christen, C. Rochovansky, M. Petrone, E. Tuz, B. D'Orio, T. Limbos.

Voting no: none

Abstaining: none

Motion passed

-Highwatch Expansion - no decision yet from P&Z.

-Repeater project - looking for a new site for repeater

-Technology equipment - Jean reported she needed to purchase 2 monitors, 2 keyboards, and the annual subscription to the timeline that will be embedded in the website.

MOTION:B. Donzella/R. Trautman **Motion spend up to \$300 for technology equipment**

Discussion: none

Voting yes: B. Donzella, A. Gawel, W. Soule, MA Van Valkenburg, R. Trautman, G. Price, J. Canning, E. Epstein, M. Starr, J. Christen, C. Rochovansky, M. Petrone, E. Tuz, B. D'Orio, T. Limbos, G. Hock.

Voting no: none

Abstaining: J. Speck

Motion passed

-Grave flags & markers - Tim reported that the small department flags are more expensive than the generic ones. He will work with Ed Tuz and Matt Starr & come back to the dept with prices.

New Business

-Annual Appeal letter: Rebecca presented the budget.

MOTION: R. Trautman/M. Starr To accept the budget as presented.

Discussion: none

Voting yes: B. Donzella, A. Gawel, W. Soule, MA Van Valkenburg, R. Trautman, G. Price, J. Canning, E. Epstein, M. Starr, J. Christen, C. Rochovansky, M. Petrone, E. Tuz, B. D'Orio, T. Limbos, G. Hock.

Voting no: none

Abstaining: none

Motion passed

-Spending policy - Alan remarked that the PowerLoad stretcher agenda item will require suspension of the spending policy.

-Powerload stretcher - Mike would like to purchase a new PowerLoad stretcher ahead of the purchase of the new ambulance in order to avoid a 3-6% price increase coming in October. We can purchase outright or pay over time. \$51,632.11 includes a 7-year maintenance contract.

MOTION: M. Petrone/MA Van Valkenburg Suspend the spending policy specifically for considering the purchase of the PowerLoad stretcher.

Discussion. Balance of the Aiken Fund is \$234,000

Voting yes: A. Gawel, W. Soule, MA Van Valkenburg, R. Trautman, C. Rochovansky, M. Petrone, B. D'Orio, T. Limbos, G. Hock.

Voting no: G. Price, J. Canning, M. Starr, J. Christen, E. Tuz, B. Donzella

Abstaining: J. Speck, G. Hock, E. Epstein

Motion failed

-Kent Presents grant - the grant application is due at the end of September.

MOTION: Gawel/B. Donzella Apply for The Kent Presents Grant for the purpose of training and education with emphasis on new members with financial needs.

Discussion.

Voting yes: B. Donzella, A. Gawel, W. Soule, MA Van Valkenburg, R. Trautman, G. Price, J. Canning, E. Epstein, M. Starr, J. Christen, C. Rochovansky, M. Petrone, E. Tuz, B. D'Orio, T. Limbos, G. Hock.

Voting no: none

Abstaining: J. Speck, G. Price

Motion passed

Treasurer's Report

Unpaid bills read. Recurring bills read (attached).

MOTION: T. Limbos/ J. Cristen To pay the bills as read.

Discussion.

Voting yes: B. Donzella, A. Gawel, W. Soule, MA. Van Valkenburg, R. Trautman, G. Price, J. Canning, E. Epstein, M. Starr, J. Christen, C. Rochovansky, M. Petrone, E. Tuz, B. D'Orio, T. Limbos, G. Hock.

Voting no:

Abstaining: J. Speck

Motion passed

(M. Starr, C. Rochovansky, J. Canning left @2125)

Fire Chief's Report - Capital expenditures: Alan is awaiting word back from Bruce Adams to set up a meeting to discuss capital expenditures. FirstNet: project continuing; more information to come. Water company: Alan is scheduling a meeting. September 9th: High Watch road race. Coincides with their picnic at which they expect 1000 attendees. September 16th: Steep Endurance race in Macedonia Park. October 20: Gilmore Girls FanFest - they would like use of the parking. EC recommends \$200 daily charge and use of the gravel area only. Fire Prevention week coming up in October.

Wendell read call report - 19 calls total. 8.15 structure fire at Crew Design: Alan was pleased with response and mutual aid assistance from our partners.

Caution - there is tree work being done on Kent Hollow Road. Please be aware!

Ambulance Chief's report - Mary Ann reported on shift coverage with multiple open shifts. Average of about 30% a week uncovered.

Bonnie appointed MA Van Valkenburg as chair of new Ambulance Staffing Committee, with G. Price and J. Speck as members, charged with looking into options for ambulance staffing. If anyone is interested in being a member of the committee, contact the chair.

EMS response: By statute, we are required to respond to all calls. If an EMR or EMT is in the driver's seat of the ambulance and there is no response, that person should not remain in the ambulance. They should respond to the scene to care for the patient.

Line Officer Reports - none

Appointed Officer Reports

- *Quartermaster: 13 new helmets have been ordered for the firefighters.*
- *Training Officer: none*
- *Communications Officer: none*
- *Recruitment Officer: none*
- *Technology Officer: please send pictures you take on scene at incidents to email or text them to Jean if you'd like them posted to the website.*

Agenda Item - Committee reports

Recruitment Committee: had successful activities at the Kent Library carnival. Planning a cocktail hour for members in October sometime.

Golf: Bonnie reported for chair Scott Harvey - the tournament is Monday September 10th. Anyone interested in helping out please contact Scott ASAP. (NOTE: since this meeting, the tournament has been postponed to October 2nd).

Warning of expenditures: money for parade of lights, awards event, ems staffing, technology equipment.

Meeting adjourned @ 2232

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: 01 OCTOBER

REFRESHMENT COMMITTEE:

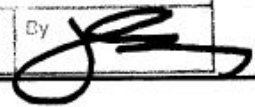
Chair: Wendell Soule

Members: Jim Shaw, Tim Sneller, Jean Speck, Rob Kennedy

:24 PM
9/04/18

Approved
Treasurer
Charles Rabinovitch
09.04.18

Kent Volunteer Fire Department, Inc.
Recuring Bills/ Bills Paid after Last Meeting

RECEIVED	
Date	By
09.04	

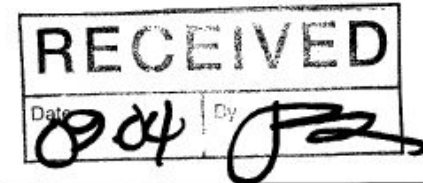
Date	Num	Memo	Amount
Aquarion Water Co. / 2566			
08/23/2018	7/21/18-8/20/18	For service 07/21/2018 - 08/20/2018	-35.02
08/29/2018	1095	200101566	-35.02
Aquarion water Co. / 3543			
08/28/2018	7/21/18 - 8/20/18	For service 07/21/2018 - 08/20/2018	-39.51
08/29/2018	2536	200103543	-39.51
Charter Communications			
08/16/2018	Inv 0037055080318	Service for 8/13/18 - 9/12/18	-89.98
08/17/2018	2535	8350-16-008-0037055	-89.98
Crown Trophy			
08/28/2018	Inv 30365	2018Golf Tournament	-50.80
09/04/2018	2542	2018Golf Tournament	-50.80
Eversource / 3023			
08/29/2018	7/16/18 - 8/15/18	For service 7/16/2018 - 8/15/2018	-197.87
08/29/2018	1096	51921453023	-197.87
Eversource / 3031			
08/28/2018	7/16/18 - 8/15/18	For service 07/16/2018 - 08/15/2018	-13.40
08/29/2018	2537	51230743031	-13.40
Eversource / 4083			
08/28/2018	7/16/18 - 8/15/18	For service 07/16/2018 - 08/15/2018	-1,554.21
08/29/2018	2538	51596934083	-1,554.21
Frontier Communications			
08/28/2018	8/21/18 - 9/20/18	Phone, internet, and Dish for 8/21/2018 - 9/20/2018	-218.54
08/29/2018	2539	Phone, internet, and Dish for 8/21/2018 - 9/20/2018	-218.54
Scott R Harvey			
08/15/2018	Reimbursement		-24.60
08/16/2018	2532		-24.60
Tucker O'Brien Property Management LLC			
09/04/2018	2544	Lawn mowing	-2,200.00
Union Savings Bank 2			
08/29/2018	28513-00001	Radios Loan Payment	-759.72
08/29/2018	2540	Radios Loan Payment	-759.72
Unlimited Signs Designs & Graphics, Inc.			
09/04/2018	Inv 1443	Signs for 2018 Golf Tournament	-485.72
09/04/2018	2543	Signs for 2018 Golf Tournament	-485.72
Verizon			
08/15/2018	Inv 9812173996	For service 8/2/18 - 9/4/18	-80.19
08/16/2018	2533	For service 8/2/18 - 9/4/18	-80.19
VFIS			
08/16/2018	Inv186554115	Auto Insurance for August 2018 to January 2019	-7,991.00
08/16/2018	Inv 186512115	Portfolio coverage from August 2018 to January 2019	-10,660.00
08/17/2018	2534	C01096	-18,651.00

- 24,400.56

:07 PM
9/04/18

Approved
Treasurer
Charles Rabinovich
09.04.18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
As of September 4, 2018



Date	Num	Memo	Open Balance
Ace Hardware of Kent			
08/30/2018	Inv 5910	8" Cable ties	4.00
Total Ace Hardware of Kent			4.00
Aquarion Water Co. / 2558			
09/04/2018	7/28/18 - 8/...	For service 7/28/2018 - 8/27/2018	134.77
Total Aquarion Water Co. / 2558			134.77
Bulldog Fire & Apparatus			
08/28/2018	Inv SBFA998	7/23/18 REPLACE LADDER DECK GUN VALVE	1,173.38
Total Bulldog Fire & Apparatus			1,173.38
Canning, Jim			
08/09/2018	Reimburse...	Postage	1.84
08/27/2018	Reimburse...	Fee for Temp. Liquor Permit for Golf Tournament	60.00
08/27/2018	Reimburse...	Supplies for Golf Tournament--Water, cookies, napkins	52.25
08/27/2018	Reimburse...	Supplies for Golf Tournament--Chips, gum, lifesavers	43.79
08/27/2018	Reimburse...	Goody Bags for Golf Tournament	29.74
08/27/2018	Reimburse...	Insurance for Golf Tournament	419.00
09/04/2018	Reimburse...	Beverages and snack for 2018 Golf Tournament	59.06
Total Canning, Jim			665.68
Cummins Sales and Service			
09/04/2018	Inv G4-630	Engine 2	3,468.75
Total Cummins Sales and Service			3,468.75
Davis IGA, Inc			
09/04/2018	August Pur...	August Charges	392.76
Total Davis IGA, Inc			392.76
Firematic Supply Co., Inc			
09/04/2018	Inv 362069	Turn out gear pants	1,219.90
Total Firematic Supply Co., Inc			1,219.90
John Russell.			
08/28/2018	Reimburse...	For an EKG	32.84
Total John Russell.			32.84
Kent Library Association			
08/15/2018	Inv 7/30/18	For rental space at The Kent Carnival	25.00
Total Kent Library Association			25.00

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
As of September 4, 2018

Date	Num	Memo	Open Balance
Limbos, Tim.			
08/15/2018	Reimburse...	Santa suit for Santa's Express	286.93
08/15/2018	Reimburse...	Postage for Swiss phone repair	7.20
08/15/2018	Reimburse...	Postage for Ambulance wifi repair	7.25
Total Limbos, Tim.			301.38
Medical Warehouse, Inc.			
08/06/2018	Inv 193134	Splints, 4x4 sponges, EKG blue sensor, and shipping	91.04
08/28/2018	Inv 193361	Cavicide spray, wipes, and shipping	58.73
Total Medical Warehouse, Inc.			149.77
New England Fire Equipment & Apparatus Co			
08/13/2018	Inv 22385	Vehicles annual inspections, tests, and repairs	17,282.12
Total New England Fire Equipment & Apparatus Co			17,282.12
Postmaster			
09/04/2018	PO Box Re...	PO Box Renewal for a year	72.00
Total Postmaster			72.00
Staples, Inc			
08/28/2018	2129487821	Envelopes, batteries, glue and pen	122.73
Total Staples, Inc			122.73
Tracy Fillow, CPA			
08/15/2018		Audit Retainer for fiscal year ending Dec. 31, 2017	5,000.00
Total Tracy Fillow, CPA			5,000.00
Welsh Sanitation Service			
08/06/2018	7/31/18	For service 7/1/18 - 7/31/18	42.00
Total Welsh Sanitation Service			42.00
TOTAL			30,087.08

AUGUST

MEMBERSHIP MEETING **APPROVED** MINUTES

08.06.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

MEMBERS: A. Gawel, J. Speck, J. Russell, R. Trautman, MA Van Valkenburg, G. Price, A. Kragh, W. Harvey, S. Harvey, E. Epstein, M. Starr (left @2007), J. Canning (left @ 2010), S. Dingee, A. Petrone, M. Petrone, C. Rochovansky, E. Tuz, J. Christen, W. Soule (arr. @1942), T. Limbos (arr.@ 1957), R. Kennedy (arr. @ 2120).

GUESTS: none.

Agenda Item - call to order @ 1933

Agenda Item - Minutes of July 2 meeting

MOTION: R. Trautmann /2nd G. Price **Accept the minutes.** Discussion.

Voting yes: A. Gawel, J. Speck, J. Russell, R. Trautman, G. Price, A. Kragh, W. Harvey, S. Harvey, M. Starr, J. Canning, A. Petrone, M. Petrone, C. Rochovansky, E. Tuz, J. Christen.

Voting no: none

Abstaining: none

Motion passed

Agenda Item - Public Comment

none

Agenda Item - Correspondence

Correspondence read.

Agenda Item - Membership

none

Agenda Item - Old Business

Rear building - M. Starr gave an update. Due to vacations, attendance has been light. Meetings to ramp back up. Will be looking to prioritize repairs previously approved by membership.

High Watch Expansion - public hearing closed.

Repeater - homeowner has been extremely busy, will hopefully be able to meet with him soon.
(W. Soule arr @ 1942)

Agenda Item - New Business

Grave flags - R. Trautmann/2nd J. Christen. **Table topic.** Discussion.

Voting yes: A. Gawel, J. Speck, J. Russell, R. Trautman, MA Van Valkenburg, G. Price, A. Kragh, W. Harvey, S. Harvey, M. Starr, J. Canning, A. Petrone, M. Petrone, C. Rochovansky, E. Tuz, J. Christen.

Voting no: none

Abstaining: none

Motion passed

(T. Limbos arr @1957)

Amanda Kragh firehouse use - amanda Kragh brought a request to the EC, and the EC moved it to the membership for consideration and vote. Requesting regular use on 9.11, 10.09, 11.06, 12.04

MOTION: - R. trautmann/2nd by C. Rochovansky. **Accept her proposal on a probationary 6 month basis.** Discussion.

Voting yes: A. Gawel, J. Speck, J. Russell, R. Trautman, MA Van Valkenburg, G. Price, A. Kragh, W. Harvey, S. Harvey, E. Epstein, M. Starr, J. Canning, A. Petrone, M. Petrone, C. Rochovansky, E. Tuz, J. Christen, W. Soule, T. Limbos.

Voting no: none

Abstaining: none

Motion passed

Agenda Item - Treasurer's Report

Unpaid bills read. Recurring bills read (attached).

MOTION: made M. Petrone/ 2nd by J. Canning **To pay the bills as read.** Discussion.

Voting yes: A. Gawel, J. Russell, R. Trautman, MA Van Valkenburg, G. Price, A. Kragh, W. Harvey, S. Harvey, E. Epstein, J. Canning, A. Petrone, M. Petrone, C. Rochovansky, E. Tuz, J. Christen, W. Soule, T. Limbos.

Voting no:

Abstaining: J. Speck, M. Starr

Motion passed

The loan for the radios was signed today. Interest rate is 4.9% at 100% no prepayment penalty.

(M. Starr left @ 2007)

(J. Canning left @ 2010)

Agenda Item - Fire Chief's Report

Alarms for the month read.

Kent School is in the process of having entrance gates installed at entrances. Main entrance will have a guard shack; all gates can be controlled from guard shack in the case of a call.

Request from Master Chef camp at Kent School to have someone come with a truck and deck gun to spray campers.

Kent Presents - grant will be open soon. Deadline for submissions is September 30, 2018. They will be holding their dinner at the firehouse again this year on August 16th. A number of work details will be held leading up to this event to prepare for the dinner.

Kenmont Camp is looking for an extrication demo this Thursday August 9th. A. Gawel and J. Russell are meeting with them to work out details.

Public safety grant - funding from 1st Selectman came in at \$10,000.00 instead of the original \$21,000.00.

Line officers were given boat spec.- did not feel it was public safety grade.

Personal food storage - alexis is again finding old food in the refrigerator as well as the freezer out in the bays. Reminder to keep track and throw away any food.

Upcoming drill - Bradley Airport is holding their Triennial drill - contact Alan with interest.

Agenda Item - Ambulance Chief's report

September 16th Steep Endurance race - race coordinator thinks 2 people would be good. Mike will follow up with John Russell (who has run course) on how much coverage we will need.

On-spots need replacing - John Christen will contact On Spot directly.

High Watch Farm race - Mike has not heard anything back from High watch Farm. Alan will follow up.

Mike made a motion that the 2nd by ???. Discussion - there was mention of getting Bruce's request in writing.

MOTION: made M. Petrone/ 2nd by C. Rochovansky **Donations made in memory of Holly Adams be earmarked towards purchase of a new 12-lead monitor.** Discussion.

Voting yes: A. Gawel, J. Russell, R. Trautman, MA Van Valkenburg, G. Price, A. Kragh, W. Harvey, S. Harvey, E. Epstein, J. Canning, A. Petrone, M. Petrone, C. Rochovansky, E. Tuz, J. Christen, W. Soule, T. Limbos.

Voting no: none
Abstaining: none
Motion passed

Agenda Item - Line Officer Reports

Asst. Chiefs - Wendell reported completion of a rescue dive course at Goshen fire last weekend.

Captains - Tim Limbos is continuing review of dry hydrants in town. October 19th - anyone looking to be a victim for a TCCC class in Naugatuck. Contact Tim if interested.

Engineer - Engine 1 leak has been fixed.

Agenda Item - Appointed Officer Reports

Training Officer: 6 new members have gone through safe boating course.

Communications Officer: Wireless device has been installed but there is a problem with the unit. A replacement is on the way.

Technology Officer: WiFi has been fixed. Jean reminded membership to please contact her if they have issues with any technology issues.

Agenda Item - Committee reports

Recruitment: trained approximately 35 members of the public on Hands-Only CPR, Eddie Tuz gave a lot of youngsters tours of the brush truck. Engaged with a lot of members of the public in a positive way.

- *Kent Library Carnival, September 1st* - Mary Ann was looking for input on whether to commit to doing a Cake Walk or Touch-A-Truck. Eddie Tuz offered to sit in a Dunk Tank. He's checking into Dover FDs Dunk Tank.
- *Quiz Night, September 22nd* - here at the Firehouse.
- *Gilmore Girls, October 19-21* - They will be selling food. The tent will be behind Kent town Center this year and parking will be off main street.

MOTION: MA Van Valkenburg/ 2nd by R. Trautmann. **To spend up to \$500 Sidewalk Festival, Library Carnival, and Quiz Night events.** Discussion.

Voting Yes: A. Gawel, J. Russell, R. Trautman, MA Van Valkenburg, G. Price, A. Kragh, W. Harvey, S. Harvey, E. Epstein, A. Petrone, M. Petrone, C. Rochovansky, E. Tuz, J. Christen, W. Soule, T. Limbos.

Voting No: none

Abstaining: J. Speck

(R. Kennedy arr. @ 2120)

Golf: Scott needs volunteers to help out, drive around refreshment cart, and to monitor the Hole-In-One. Please contact Scott if interested.

Santa Express: Date is set for December 8th, snow date December 9th. Tim has ordered the new Santa suit.

John Russell remarked about a drop in the Aiken Fund due to a drop in the bond market. He's not concerned; just wanted to make a mention.

Rebecca warned for expenditures for the annual appeal letter for next month.

Meeting adjourned @ 2134.

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: TUESDAY SEPTEMBER 4
REFRESHMENT COMMITTEE:

Chair: Dan Ruman

Members: Caralee Rochovansky, John Russell, Jill Scholsohn

6:18 PM

08/06/18

Approved
Treasurer
Charles Rabinovitch
8/6/18

Kent Volunteer Fire Department, Inc.
Recurring Bills/ Bills Paid after Last Meeting

RECEIVED	
Date	By

Date	Num	Memo	Amount
Aquarion Water Co. / 2558			
08/04/2018	6/28/18 - 7/27/18	For Service 06/28/2018 - 07/27/2018	-130.43
Aquarion Water Co. / 2566			
08/04/2018	6/21/18 - 7/20/18	For Service 06/21/2018 - 07/20/2018	-33.89
Aquarion Water Co. / 3275			
08/04/2018	Inv 90119153	Back Flow Testing	-165.00
Aquarion water Co. / 3543			
07/26/2018	6/21/18 - 7/20/18	Service for 06/21/2018 - 07/20/2018	-45.06
07/27/2018	2510	200103543	-45.06
Associated Security Corp.			
07/20/2018	2507	KENTV	-480.00
Charter Communications			
07/12/2018	2502	8350-16-008-0037055	-89.98
Eversource / 3023			
07/19/2018	6/14 - 7/16/18	For service 6/14/18- 7/16/18	-197.98
07/24/2018	1092	51921453023	-197.98
Eversource / 3031			
07/19/2018	6/14 - 7/16/18	For service 6/14/18 - 7/16/18 Ambulance barn	-14.27
07/24/2018	2508	51230743031	-14.27
Eversource / 4083			
07/19/2018	6/14 - 7/16/18	For service 6/14/18 - 7/16/18 Firehouse	-1,593.87
07/24/2018	2509	51596934083	-1,593.87
Frontier Communications			
07/26/2018	7/21/18 - 8/20/18	Phone, internet, and Dish for 07/21/2018 - 08/20/2018	-216.30
07/27/2018	2511	Phone, internet, and Dish for 07/21/2018 - 08/20/2018	-216.30
Ingegneri Cleaning Services, Inc.			
07/17/2018	Inv 1519	For cleaning 6/5/18 & 6/22/18	-600.00
07/18/2018	2505	For cleaning 6/5/18 & 6/22/18	-600.00
Kent Sewer Commission			
08/04/2018	8/1/2018 Installment	Sewer Tax 8/1/2018 installment for sewer usage	-147.30
Northern Dutchess Paramedics			
07/28/2018	18-4810	For period 4/29/18 - 5/5/18	-300.00
07/28/2018	18-7332	For period 7/2/18 - 7/7/18	-300.00
07/28/2018	18-7881 & 7946	For period 7/15/18 - 7/21/18	-600.00
Quick Med Claims LLC			
07/12/2018	Inv. 8001	Billing Services for the month of June 2018	-913.89
07/17/2018	2504	Billing Services for the month of June 2018	-913.89
Verizon			
07/17/2018	Inv 9810316175	Internet Device for the Month of June 5 - July 4	-90.72
07/18/2018	2506	Internet Device for the Month of June 5 - July 4	-90.72
VFIS			
07/12/2018	2503	C01096	-2,697.00

\$ 8615.69

7:08 PM
08/06/18

Approved
Treasurer
Caralee Rochovansky
8/6/18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
As of August 6, 2018

RECEIVED	
Date	By

Date	Num	Memo	Open Balance
Ace Hardware of Kent			
08/02/2018	Jan to June Bills	Various Supplies	342.19
Total Ace Hardware of Kent			342.19
Air Compressor Engineering, Co. Inc.			
07/03/2018	Inv N000018709	Service on compressor	1,578.93
Total Air Compressor Engineering, Co. Inc.			1,578.93
Airgas USA, LLC			
07/03/2018	inv 9077469178	Cylinder testing for 2 cylinders	30.06
Total Airgas USA, LLC			30.06
CT State Firefighter's Association			
07/09/2018	2018 Dues	Annual dues July 2018 - July 2019	80.00
Total CT State Firefighter's Association			80.00
Davis IGA, Inc			
08/02/2018	July Charges	July Charges	21.00
Total Davis IGA, Inc			21.00
Eastford Fire & Rescue Sales			
07/26/2018	Inv 17855	Oil change, Sway bar bushings, A/C accumulator, and left inner tie rod--Labor \$2816.40 Parts \$33...	3,146.63
Total Eastford Fire & Rescue Sales			3,146.63
ImageTrend Inc.			
07/30/2018	Inv 111870	Annual fees rescue saas, rescue scheduler, and rescue CAD	4,689.19
Total ImageTrend Inc.			4,689.19
Medical Warehouse, Inc.			
07/03/2018	Inv 192699	Medical supplies	63.53
07/17/2018	Inv 192870	Medical supplies	433.40
Total Medical Warehouse, Inc.			496.93
Rochovansky, Caralee.			
07/03/2018	Reimbursement	Printing of 2,000 Union Savings Account checks	306.84
07/10/2018	Reimbursement	Reimbursement for B. Tobin's floral arrangement	163.00
07/16/2018	Reimbursement	Reimbursement for food for Goshen & Washington ambulance coverage	68.33
Total Rochovansky, Caralee.			538.17

7:08 PM
08/06/18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
As of August 6, 2018

Date	Num	Memo	Open Balance
Town of Kent.			
07/19/2018	Inv 14-252	203.164 gal diesel fuel used from 5/8/18 through 6/22/18	407.23
Total Town of Kent.			407.23
USAT Corp			
07/03/2018	Inv. 100637232	Wireless Communications equip for Ambulance	1,119.24
Total USAT Corp			1,119.24
Welsh Sanitation Service			
07/09/2018	June Service	June service & extra pick up for Ball	62.00
Total Welsh Sanitation Service			62.00
Western NRG			
08/02/2018	Inv 89989	Comprehensive Gateway Security Suite	353.60
Total Western NRG			353.60
TOTAL			12,865.17

JULY MEMBERSHIP MEETING FINAL MINUTES

07.02.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

B. Donzella, S. Dingee, A. Gawel, G. Hock, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, C. Rochovansky, J. Speck, R. Trautman, E. Tuz, MA Van Valkenburg.

AGENDA

Agenda Item - call to order @ 1940

MOTION: made by T. Limbos/2nd by R. Trautman **Add Portable Radio loan to Old Business.**

Voting yes: B. Donzella, S. Dingee, A. Gawel, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, C. Rochovansky, J. Speck, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

MOTION: made by T. Limbos/2nd by R. Trautman **Adopt the agenda.**

Voting yes: B. Donzella, S. Dingee, A. Gawel, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, C. Rochovansky, J. Speck, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

Agenda Item - Minutes of the June meeting

MOTION: made by R. Trautman/2nd by T. Limbos **Accept the minutes with correction.**

Discussion:

Voting yes: B. Donzella, S. Dingee, A. Gawel, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, C. Rochovansky, J. Speck, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: none

Abstaining: none

Motion passed

(G. Hock arrived @1947)

Agenda Item - Public Comment

Donna Hayes came to discuss the set of questions she sent to the department via email on June 26th. Mike Petrone led discussion reviewing the list of questions.

Agenda Item - Correspondence

-Correspondence read from Polly Tobin

-Ed Tuz asked on behalf of Kathy McAnn requested 100 grave flags and 5 brass grave markers.

Agenda Item - Membership: none

Agenda Item - Old Business

Rear building: Alan Gawel updated the department on the outcome of the trial. KVFD was awarded a judgement of \$xx,000 [NEED TO GET THIS]. Alan has appointed Matt Starr (chair), Dan K, Gwen Price, Eric Epstein as the Rear Building Committee.

(Eddie Tuz left at 2047)

High Watch Expansion proposal: nothing new.

Repeater: waiting to follow up with homeowner.

Portable Radio Loan:

MOTION: made by T. Limbos/2nd by M. Petrone To take out a loan with Union Savings bank for \$25,358.48 for the purchase of eight (8) APX 4000 Portable Radios.

Voting yes: B. Donzella, S. Dingee, A. Gawel, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, C. Rochovansky, J. Speck, R. Trautman, MA Van Valkenburg.

Voting no:

Abstaining: J. Speck

Motion passed

Firefighter Physicals: tabled

Brush Fire Reimbursement: tabled

Agenda Item - Treasurer's Report

Unpaid bills read. Recurring bills read (attached).

MOTION: made by T. Limbos/2nd by B. Donzella To pay the bills as read.

Discussion.

Voting yes: B. Donzella, S. Dingee, A. Gawel, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, C. Rochovansky, J. Speck, R. Trautman, MA Van Valkenburg.

Voting no:

Abstaining: J. Speck

Motion passed

Provided the YTD Profit & Loss summary

Agenda Item - Fire Chief's Report - 21 fire calls since last meeting

-Gilmore Girls Event coming in October

-July 4th Kenmont Fireworks standby - contact Eddie Tuz if you want to assist

-Kent Presents Speakers Dinner - may be coming back this year - July 16th

-NW chiefs meeting - T. Limbos attended. Leadership from CSP was on hand to discuss best practices for MVCs when the CSP Collision Accident Reconstruction Squad (CARS) is on scene. There was some discussion about the Rescue Task Force model for active assailant incidents.

-Reminder about scene safety and situational awareness.

Agenda Item - Ambulance Chief's report - 29 EMS calls since the last meeting

-Steep Rock Endurance Trail Race coming up September 16th. Will be held at Macedonia State Park this year. Possible EMS stand-by.

Agenda Item - Line Officer Reports

-Asst. Ambulance Chief: continuing to fill gaps in shifts

Agenda Item - Appointed Officer Reports

Training Officer:

Communications Officer: wireless device will be here this week and Tim Limbos will advise when it is installed.

Recruitment Officer: Mary Ann Van Valkenburg reported a few members took advantage of the 1st Responder complimentary tickets to the play at the Sharon Playhouse. She has also committed to participating in the Sidewalk Sale Days - we will offer Hands-Only CPR, fire truck rides, gear cost displays. If anyone has an idea to add,

Technology Officer:

Agenda Item - Committee reports

Ball: Bonnie reported frustration over the lack of

Agenda Item - New Business

-Warnings/expenditures:

- For Sidewalk Sale Days Event
- Purchase of grave flags and bronze markers

Meeting adjourned @ 2140

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: AUGUST 6TH

REFRESHMENT COMMITTEE:

Chair: Mike Petrone

Members: James Murphy, Nick Paproski, Audra Petrone, Gwen Price

JUNE MEMBERSHIP MEETING **APPROVED** MINUTES

06.4.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

B. Diorio (arr. @1941), J. Canning (left @2030), S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, C. Rochovansky, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz (arr. 1941), MA Van Valkenburg.

AGENDA

Agenda Item - call to order @ 1935HRS

Agenda Item - Minutes of May 7, 2018

MOTION: made by MA Van Valkenburg/2nd by C. Rochovansky. **Accept the 5.07 minutes.**

Discussion: various corrections discussed.

Voting yes: B. Diorio, J. Canning, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: none

Abstaining: C. Rochovansky.

Motion passed

Agenda Item - Public Comment

M. Starr expressed concern that the motion made last month for portable radios exceeded the communications line in the 2018 budget. Discussion.

Agenda Item - Correspondence

Correspondence read. Letter of resignation from Joshua Kao, effective June 3rd.

MOTION: made by E. Epstein/2nd by MA Van Valkenburg. **We accept Josh Kao's letter of resignation and send a letter of appreciation.**

Voting yes: B. Diorio, J. Canning, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, C. Rochovansky, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: none

Motion passed

MOTION: made by E. Epstein/2nd by MA Van Valkenburg. **Send a letter of appreciation to Brian Hunt.**

Voting yes: B. Diorio, J. Canning, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, C. Rochovansky, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: none

Motion passed

Agenda Item - Membership: none

Agenda Item - Treasurer's Report

Unpaid bills read. Recurring bills read (attached).

MOTION: made by T. Limbos/ 2nd by R. Trautman. **To pay the bills as read.**

Discussion.

Voting yes: B. Diorio, J. Canning, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, C. Rochovansky, J. Russell, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: J. Speck

Motion passed

(J. Canning left)

Agenda Item - Fire Chief's Report

Chief Gawel offered thanks for all the work done on spring clean-up, and for those who participated in the Memorial Day parade.

Situational awareness: Kenmont Camp will begin their season shortly. They will be hosting fireworks again; contact the chief if interested in fire standby. KVFD will be hosting a joint LCFC/NMAFC meeting in September. Key topics are active shooter incidents and lack of training/planning collaboration available between volunteer fire departments and CSP.

Reminder about live power lines to be careful around them.

(C. Rochovansky left)

Agenda Item - Ambulance Chief's report

Assistant ambulance chief reported on behalf of chief Petrone.

Agenda Item - Line Officer Reports

Agenda Item - Appointed Officer Reports

Training Officer:

MOTION: made by J. Russell/2nd by T. Limbos. To spend up to \$729.00 on training courses (up to \$680 for Safe Boating Course and \$49.00 for a Confined Space course).

Voting yes: B. Diorio, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: J. Speck

Motion passed

Communications Officer:

MOTION: made by T. Limbos/S. Dingee. To change KVFD's Verizon cellular plan to the 66b Shared Data Plan for the two hotspot devices on A1 & A2 at a cost of \$42.35 a month..

Voting yes: B. Diorio, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: J. Speck

Motion passed

Recruitment Officer: planning a recruitment event for late summer and asked all members to help with recruitment.

Technology Officer: if the Sonic Wall is not operational and has to be reset, please send an email to techoff@kentfire.org with day, approximate time of problem, and brief description of problem (what you were doing when problem arose, what happened, etc) as soon as possible.

Agenda Item - Committee reports

Ball: planning continues

Agenda Item - Old Business

Rear Building:

MOTION: made by A. Gawel/2nd G. Price. To enter into executive session to discuss back building litigation.

Voting yes: B. Diorio, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: none

Motion passed

MOTION: made by A. Gawel/2nd G. Price. To exit executive session.

Voting yes: B. Diorio, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: none

Motion passed

Constitution & By-Law changes: [NOTE**PLEASE REFER TO ATTACHED PROPOSED DOCUMENTS FOR REFERENCE]

MOTION: made by T. Limbos/2nd E. Epstein. **To adopt all changes on page 4 of proposed document, except for adding Financial Secretary.**

Voting yes: B. Diorio, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: none

Motion passed

MOTION: made by T. Limbos/2nd E. Epstein. **To not adopt any changes on page 5 of proposed document.**

Voting yes: B. Diorio, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: none

Motion passed

MOTION: made by E. Epstein/2nd G. Price. **To adopt changes made to Junior membership bylaws.**

Voting yes: B. Diorio, S. Dingee, B. Donzella, E. Epstein, A. Gawel, R. Kennedy, T. Limbos, G. Price, J. Russell, J. Speck, M. Starr, R. Trautman, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: none

Motion passed

E. Epstein reported that pursuant to Article IX of the by-laws, no changes to the by-laws may be considered as the proposed changes were not posted to the website 10 days prior to the meeting.

High Watch expansion proposal:

Discussion.

QUORUM LOST @ 2245

Repeater: **TABLED**

Agenda Item - New Business

Firefighter Physicals: **TABLED**

Brush Fire Reimbursement: **TABLED**

Meeting adjourned @ 2250HRS

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: JULY 2

Constitution and By-Laws of the Kent Volunteer Fire Department, Inc.

PREAMBLE TO THE CONSTITUTION

The Kent Fire Association of Kent, Connecticut, incorporated under the laws of the State of Connecticut, and having the power accorded it in its charter to form a Fire Company, voted at a meeting held Monday evening, December 14, 1914, that the Kent Fire Association recommend and authorize the formation of the Kent Volunteer Fire Department, Inc.

The Kent Hose Company, organized August 3, 1911, became the Kent Volunteer Fire Department, Inc. subject to the following Constitution, which was adopted December 14, 1914, with subsequent amendments April 1, 1946; October 4, 1960; May 7, 1973; March 1, 1976, December 1, 1980; December 2, 1991; November 1 1993; May 1, 1995; February 5, 1996; December 2, 1996; January 5, 1998; October 5, 1998; August 2, 1999; January 6 2003; March 1, 2004; December 6, 2004; June 6, 2005; June 5, 2006; May 7, 2007 April 6, 2009, Dec. 6, 2010, June 2013, June 2014, June & December 2017, June 4, 2018.

KENT VOLUNTEER FIRE DEPARTMENT CONSTITUTION

ARTICLE I: NAME

The organization shall be known as the Kent Volunteer Fire Department, Incorporated – hereinafter referred to as the Department.

ARTICLE II: PURPOSE

The purpose of the Department shall be the preservation and the protection of life, limb and property from fire and other hazards worthy of the Department's attention.

ARTICLE III: MEMBERSHIP

Section 1: Eligibility Any person residing in or near the Town of Kent who desires to cooperate with the Department in carrying out the purposes of the Department is eligible for membership if such person is of good moral character and meets the physical requirements set forth by the Department. The Department has a number of different types of membership.

Section 2: Active Emergency Members There shall be no limit to the number of active emergency members. To be an active emergency member, one must be at least 18 years old, pay annual dues, and successfully complete the following mandatory training activities:

- Initial certification in Airborne Pathogens
- Initial certification in Bloodborne Pathogens
- Initial certification in Hazardous Materials Awareness
- FEMA "IS-100 Introduction to Incident Command System"
- FEMA "IS-700 National Incident Management System (NIMS), An Introduction"
- Annual recertification in the calendar year is required in Airborne Pathogens, Bloodborne Pathogens and Hazardous Materials

Active emergency members are expected to respond to emergency calls.

The Executive Committee/Personnel Committee shall conduct a review in January of active emergency members who fail to meet the annual requirements. If participation does not meet the requirements and no special circumstances exist, the member is to turn in all emergency-related equipment issued by the Department (pager, blue light permit, etc.) and he/she becomes a non-emergency member. If the member has served 10 years, he/she will be notified of veteran member eligibility.

Any member may request in writing from the Department a leave of absence, but he/she shall be placed on the non-emergency list for the duration.

Section 3: Active Associate Emergency Members Active Associate Emergency Members are those members whose full-time affiliation is with a neighboring department. These members must be a member in good standing in their full-time department. A letter from the neighboring department's Chief to this effect is required with their application and copies of their certifications. These members must be 18 years old and pay annual dues. These members' sole purpose in the Kent Volunteer Fire Department is to train and respond to emergency calls, and they are ineligible to hold office and they have no vote.

It is understood that these members may fulfill their minimum training requirements of airborne pathogens, bloodborne pathogens, Hazardous Materials, FEMA ICS 100 and FEMA ICS-700 initial certifications and refreshers in their full-time department. Each year a letter is required from their full-time department's Chief or Training Officer stating that these training requirements have been met within the calendar year, or an Active Associate Emergency Member can also fulfill these requirements by participating in the courses offered by the Kent Volunteer Fire Department. PPE equipment is to be supplied by the member's full-time department, except when duties responding to Kent calls require equipment not supplied by the full-time department.

The Executive Committee shall include Active Associate Emergency Members in their annual review. An Active Associate Emergency Member who fails to meet the annual requirements, and no special circumstances exist, is to turn in any equipment issued by the Department and cease

responding to calls. The member has six months to provide the necessary requirements, or the member will be dismissed by the Executive Committee as an Active Associate Emergency Member and a letter to this effect will be sent by the Executive Committee to the member and the member's full-time department.

Section 4: Non-Emergency Members

Non-emergency members are those members who do not respond to emergency calls and have no vote. If a non-emergency member does not take action to become recertified or change his/her type of membership in two calendar years, he/she shall be discharged as a member of KVFD and a letter shall be sent by the Executive Committee to this effect. Any past Fire Chief who has been in the Department for ten or more years is eligible to remain on the non-emergency list indefinitely.

Section 5: Veteran Members

Any member who has served as an active emergency member for 10 years may request by letter to the Department that he/she be awarded veteran status. Such request shall be voted on at the next regular meeting. The Secretary shall notify the member of the Department's action. A veteran member is a member in good standing, having all rights and privileges including, but not limited to, permits and insurance except that such member shall be ineligible for any office, with the exception of President, Secretary, and Treasurer, or Financial Secretary, has no vote, pays no dues and cannot respond to emergency calls. Any veterans serving on the Executive Committee shall have the right to vote at all meetings.

Section 6: Auxiliary Members

An auxiliary member is not required to maintain any special training. Duties may include serving on the Department fundraising committees and support functions at incidents, such as procurement and preparation of food and drinks, liaison to coordinate and bring in supplies and any other efforts in support and for the benefit of the Department (see SOP 1-6).

Section 7: Junior Members

Junior members are youths age 14 through 17. The Department Junior Program is offered to give young people the opportunity to gain first-hand knowledge about fire and emergency medical services. All Junior operations are overseen by the adult advisors, who are members of the Department. Procedures are established by the Department Juniors By-laws, with approval from the Department. Amendments to Junior By-laws should be presented to the Department at least one month prior to the vote. Junior members have no vote at the Department meetings. Dues and responsibilities are set by the Juniors By-Laws.

Section 8: Honorary Members

Individuals upon whom the Department wishes to confer special honor may be elected as Honorary Members by a two-thirds vote of all active members voting at a regular meeting. Honorarium does not confer any rights and privileges.

ARTICLE IV: OFFICERS

Section 1: The elected officers of the Department shall consist of a Fire Chief, President, two Assistant Fire Chiefs, an Ambulance Chief, an Assistant Ambulance Chief, two Captains, two Lieutenants, a Secretary, a Treasurer, and an Engineer.

Section 2: To be eligible for Captain, Assistant Fire Chief or Fire Chief, an individual must have held the previous rank for a minimum of 12 months, effective January 2014. To be eligible for Fire Chief, an active emergency member must have served as an Assistant Fire Chief. To be eligible for Assistant Fire Chief, a member must have served as Captain. To be eligible for Captain, a member must have served as Lieutenant and completed FEMA IS-800 "National Response Plan: An Introduction." To be eligible as a Lieutenant, a member must be Connecticut certified as Firefighter I and Department certified to operate all current Department equipment and licensed to drive/operate all Department trucks (see SOP 2-5 and SOP 2-9). In order to serve as Lieutenant, a member must complete FEMA ICS-200 "Basic Incident Command System." To be eligible as President, a member must have served a minimum of five years as an active emergency member.

Commented [JS1]: Proposed by Caralee Rochovansky – replace "Other members" section heading with "non-emergency members". **ADOPTED**

Commented [JS2]: Proposed by Caralee Rochovansky – add section heading. **ADOPTED**

Commented [JS3]: Proposed by Caralee Rochovansky – Add Financial Secretary to what a veteran member is eligible to hold. **NOT ADOPTED**

Commented [JS4]: Proposed by Caralee Rochovansky – add section heading. **ADOPTED**

Commented [JS5]: Proposed by Caralee Rochovansky – add section heading. **ADOPTED**

Commented [JS6]: Proposed by Caralee Rochovansky – change age from 18 to 17. **ADOPTED**

Commented [JS7]: Proposed by Caralee Rochovansky – add section heading. **ADOPTED**

Section 3: To be eligible for Ambulance Chief, a member must be Connecticut certified as an EMT-B or higher and must have served as an active emergency member with said certification for three years and must have completed FEMA ICS-200 "Basic Incident Command System." To be eligible for Assistant Ambulance Chief, a member must be Connecticut certified as an EMT-B or higher and must have served as an active emergency member with said certification for three years and must have completed FEMA ICS-200 "Basic Incident Command System."

ARTICLE V: EXECUTIVE COMMITTEE

Section 1: There shall be an Executive Committee consisting of the President, the Secretary, the Treasurer, the Fire Chief, the Ambulance Chief, two (2) Assistant Fire Chiefs, an Assistant Ambulance Chief, two (2) Captains, and two (2) Lieutenants.

Section 2: Subcommittee A Personnel Committee shall consist of the President, Fire Chief and Ambulance Chief and shall be a standing subcommittee.

ARTICLE VI: APPOINTED POSITIONS

Section 1: The Fire Chief shall appoint a Training Officer annually and a Safety Officer per scene as needed.

Section 2: The Executive Committee shall annually appoint a Quartermaster, Financial Secretary, Records Clerk, Equipment Loan Officer, Technology Officer, Communications Officer, Firehouse Coordinator, Senior Advisor and Advisory Board for the Juniors and Auxiliary Coordinator.

Section 3: The Ambulance Chief may appoint an EMS Supply Officer, an EMS Training Officer and other assistants as necessary.

ARTICLE VII: ANNUAL MEETING

The Annual Meeting for the election of officers, and the transaction of other business, shall be the January meeting of each year.

ARTICLE VIII: AMENDMENTS

The Constitution may be amended ~~two~~ four times a year, ~~in June and the December meeting,~~ at the ~~March, June, September and December meetings,~~ by two-thirds vote of the active emergency members present and voting, under the following provisions: that the proposed amendment has been presented in writing two months prior and notice has been sent by mail or electronic mail to each active emergency member that such action will be taken, and that the proposed amendment is posted on the Department web site at least ten days prior to the meeting.

Commented [JS8]: Proposed by Caralee Rochovansky – add "the" before secretary, treasurer, fire chief positions; add "two (2)" before assistant chief, captain and lieutenant positions.
NOT ADOPTED

Commented [JS9]: Proposed by Caralee Rochovansky – increase the number of times the constitution may be amended from 2x/year to 4x/year.
NOT ADOPTED

KENT VOLUNTEER FIRE DEPARTMENT BY-LAWS

ARTICLE I: MEMBERSHIP

Section 1: Application Any person desiring to become an active emergency member shall review the Department Constitution and By-Laws, submit a written application to the Secretary signed by a Department sponsor, accompanied by an initiation fee of \$10.00, a photocopy of his/her valid driver's license or ID for a background and DMV check, and the specified medical forms completed by a physician. A Department sponsor is an active emergency member, not on probation, who will mentor and assist the new member through the probationary period.

Any youth applying to be a Junior member, shall submit an application to the Junior Advisory Board members, one of whom shall serve as each Junior member's sponsor.

Any person applying to become an active auxiliary member shall submit an application to the Secretary accompanied by an initiation fee of \$10.00.

All applications shall be referred to the Executive Committee for investigation and a favorable or unfavorable recommendation made to the Department. The application shall be voted upon at the next monthly meeting by secret ballot or voice vote. A simple majority carries. Applicants (except Auxiliary) who are approved shall serve a one-year probationary period. An active auxiliary or junior member is a member who participates in work details, fundraising events, and social functions as set forth in the Department Work policy and Directive and as assigned by the Chief and is otherwise compliant with said Policy and Directive.

Section 2: Duties It shall be the duty of all active emergency members to obey all commands of the officers while on duty, to be prompt at all meetings and to respond to a call without delay and follow the Department's Standard Operating Procedures (SOPs).

Section 3: Discipline Any member guilty of conduct unbecoming a member of the Department while on duty, or any member violating the Constitution and By-Laws, shall be subject to discipline by the Executive Committee. Additionally, an active member shall be subject to discipline for failure to follow a lawful order of a superior or for violation of a Department Policy and Directive.

If a member is charged with a felony crime, defined by federal or state statutes, the Executive Committee shall notify the membership and may recommend suspension of the member. If suspended, the member shall not be allowed to participate in any emergency or non-emergency Department functions. If a member is convicted of a felony, a vote shall be taken by the membership, by secret ballot, to terminate his/her membership.

Upon the receipt of a written complaint against a member of the Department for conduct unbecoming a member while on duty or for a violation of the Constitution or By-Laws, the Executive Committee shall notify the accused member in writing of the specific accusation. He/she shall be given the opportunity to be heard before the Executive Committee regarding the same. After consideration, the Executive Committee shall have the power to act as follows:

- a. Dismiss the complaint.
- b. Place the accused member on probationary status for a period not to exceed one year. The membership, by secret ballot, may dismiss a member who has been so placed on disciplinary probation and is found to be guilty of another infraction. During the probationary period, the member may not hold office.
- c. Suspend the member, in the event a member fails to respond to the Executive Committee's request for a meeting, until the matter is resolved.
- d. Recommend to the Department that the member be dismissed.
- e. Notify the membership at the next regular meeting of all disciplinary action by the Executive Committee.

The Department, at its next regular meeting, shall act upon any recommendation by the Executive Committee.

ARTICLE II: INITIATION FEES AND DUES

There shall be an initiation fee of \$10.00 and annual dues shall be \$10.00, payable at the Annual Meeting.

For an active member to be in good standing, dues must be paid by April 15th of the current year.

ARTICLE III: DUTIES OF OFFICERS

All officers will follow the current National Incident Management System procedures and perform their duties as follows.

Section 1: Fire Chief It shall be the duty of the Fire Chief to exercise general supervision of the Department, carrying out and enforcing the Constitution and By-Laws.

a. *Appointments* The Fire Chief shall appoint and oversee a Training Officer whose duties shall be established by written policy.

b. *Oversight* The Fire Chief shall oversee all line officers.

c. *Training* The Fire Chief shall ensure that adequate training is available to members.

d. *Operations* The Fire Chief shall be responsible for all non-EMS emergency operations, including supervision of equipment maintenance.

e. *Reports* The Fire Chief or a designee shall make reports on all fire calls at the next regular meeting of the Department.

f. *Procurement* The Fire Chief shall be responsible for procuring all necessary emergency equipment and supplies.

g. *Representation* The Fire Chief shall represent the Department at regional functions and meetings or assign a designee.

Section 2: Ambulance Chief The Ambulance Chief shall report directly to the Fire Chief.,

a. *Appointments* The Ambulance Chief may appoint an EMS Supply Officer, an EMS Training Officer and other assistants as necessary.

b. *Oversight* The Ambulance Chief shall oversee all EMS personnel, shall ensure that all certifications are current and shall be responsible for scheduling of personnel.

c. *Training* The Ambulance Chief shall ensure that adequate EMS training is available to members.

d. *Operations* The Ambulance Chief shall exercise general supervision of EMS operations, including maintenance of vehicles and equipment.

e. *Reports* The Ambulance Chief shall make reports of all calls at the next regular meeting of the Department. The Ambulance Chief shall be responsible for supplying all documentation required by CT OEMS

f. *Procurement* The Ambulance Chief shall be responsible for purchasing all EMS equipment and supplies.

g. *Representation* The Ambulance Chief shall represent the Department at regional EMS functions and meetings or assign a designee.

h. *Meetings* The Ambulance Chief shall call and preside over monthly EMS meetings.

Section 3: Assistant Fire Chiefs The Assistant Fire Chiefs shall assume the duties of the Fire Chief in his/her absence, and assist the Fire Chief in all functions of the Department.

Section 4: Assistant Ambulance Chief The Assistant Ambulance Chief shall assume the duties of the Ambulance Chief in his/her absence, and assist the Ambulance Chief in all his/her duties.

Section 5: Captains The Captains shall assume the duties of the Assistant Fire Chiefs in their absence.

Section 6: Lieutenants The Lieutenants shall assume the duties of the Captains in their absence and carry out the training program with the Training Officer.

Section 7: Absence of Officers Absence of any of the above officers shall be filled by a next lower grade officer. There shall be no seniority recognized among officers of equal rank.

Section 8: Engineer The Engineer shall conduct weekly checks to inspect and be responsible for the maintenance of all apparatus and equipment belonging to the Department. The Engineer has the right to select one or more assistants. The Engineer reports to the Fire Chief and the Ambulance Chief.

Section 9: Communications Officer The Communications Officer or designee shall maintain and field test all radio equipment regularly. The Communications Officer or designee shall acquaint all members

with proper radio procedure (see SOPs 2-6 and 2-7).

Section 10: President The President shall be responsible for all administrative functions of the Department in accordance with the Department's written policy. The President shall preside at all regular meetings, special meetings and Executive Committee meetings. In his/her absence the Fire Chief shall preside. *Robert's Rules of Order* shall prevail. The President may establish committees as he/she deems necessary.

Section 11: Secretary The Secretary shall record and distribute minutes of the Department's regular monthly, special and Executive Committee meetings. In addition, the Secretary shall notify all members of special meetings by mail or electronic mail, take attendance at each meeting, keep a record of the proceedings of the Department and report and answer all correspondence promptly. The Secretary shall notify, in writing, each member elected to any office if said member is not present at the meeting when elected. The Secretary shall see that any action of the Department is reported to any persons concerned. The Secretary shall maintain a list of those members who are active emergency members, active auxiliary members, and active junior members and those members who are inactive.

Section 12: Treasurer The Treasurer shall be responsible for the funds of the Department and follow all pertinent IRS regulations. The Treasurer shall establish a relationship with a local bank and get all necessary signatures on the Department accounts annually. The Treasurer shall receive all monies collected by the Department and shall deposit the same in such depositories as the Executive Committee shall from time to time designate. The Treasurer shall present an annual itemized report of all receipts and expenditures. The Treasurer shall report monthly to the membership on the budget. The Treasurer shall oversee payment of such sums as are ordered by the Department, provided that these orders are signed by the Treasurer and either the Fire Chief, the Ambulance Chief, President or Secretary. The Treasurer shall submit his/her books annually for examination by auditors. The auditor's report shall be filed with the Secretary. The President shall assume the duties of the Treasurer in his/her absence.

Section 13: Impeachment of Active Officers Twelve members may petition for impeachment proceedings against an active officer by filing a charge against him/her in writing with the Secretary at least one month before any vote is taken upon such charge. A copy of the charge is to be served upon the named officer by the Secretary at least two weeks before such vote is taken.

a. *Grounds for impeachment* An active officer may be impeached for the abuse of his/her authority or misconduct in his/her office.

b. *Impeachment meeting* A two-thirds vote of the members present and voting at a meeting is required to impeach an active officer.

c. *Results of impeachment* In the event an active officer is impeached, he/she shall relinquish his/her duties for that calendar year.

Section 14: Excess of Authority No member shall give any order at a call or drill beyond the authority granted his/her rank by these By-Laws, the procedures or policies of the Department. An order from a superior, even if disputed, should be obeyed and any protest shall be held in abeyance until the next meeting of the Executive Committee, when the matter shall be reported and discussed. All disputants shall be invited to attend and speak on their behalves. Any disciplinary action shall be taken in accordance with Article I Section 3 of the By-Laws.

ARTICLE IV: EXECUTIVE COMMITTEE

The Executive Committee shall be composed of elected officers as set forth in Article V of the Constitution. A quorum shall consist of six members.

The role of the Executive Committee is deliberative and advisory. It shall discuss matters it deems significant to the administration of both the emergency and non-emergency operations of the Department and shall present its conclusions to the Membership (at regular or special meetings) for its consideration and vote.

The Executive Committee may approve Special Meetings called by the Fire Chief or the President.

The Executive Committee may make emergency purchases as set forth in Article XII, Section 2

of the By-Laws.

The Executive Committee shall annually appoint all non-elected officers, which shall include a Financial Secretary, a Quartermaster, a Firehouse Coordinator, a Records Clerk, a Technology Officer, a Senior Advisor and the Advisory Board for the Juniors an Equipment Loan Officer, a Communications Officer, a Bookkeeper, and an Auxiliary Coordinator whose individual duties shall be established by written policy or by the applicable Standard Operating Procedure.

Section 1: Subcommittee

There shall be a standing Personnel Committee as set forth in Article V, Section 1 of the Constitution.

The role of the subcommittee shall be confirmation of Tax Abatement Points per SOP 1-7.

Section 2: Meetings The Executive Committee shall meet monthly at a day and time to be set in January of each year. The EC must notify the Department of any change in time or location of its meeting as soon as possible after a meeting is cancelled and must give a minimum of 24 hours notice to the Department of the time and location of the re-scheduled meeting. Special meetings can be called by the President or Fire Chief as often as needed, but 24 hour notice must be give to the membership and the public. If the Executive Committee does not meet during any month, then any business that might have been discussed at the cancelled EC meeting may be brought to the regular Department meeting the following month for discussion and vote.

ARTICLE V: COMMITTEES

The President or Fire Chief may establish needed committees, as he/she deems appropriate. Committee membership and work shall be assigned and performed pursuant to the department Work Policy and Directive.

ARTICLE VI: MEETINGS

Section 1: Regular Meetings Regular meetings shall be held on the first Monday of the each month at 7:30 P.M. except if the evening falls on a legal holiday or other conflicting date, in which case the meeting shall be held the following evening.

Section 2: Special Meetings A special meeting shall be called by the Chief or President at any time upon the approval of the Executive Committee. A special meeting shall be called by the Secretary on the written petition signed by at least twelve voting members. Such petition shall state the objective of the meeting.

ARTICLE VII: ELECTIONS

Section 1: Nominating Committee The Nominating Committee shall be appointed in October by the membership and shall consist of a minimum of three members and shall develop a slate of qualified officers prior to the Annual Meeting.

Section 2: Election of Officers *Roberts Rules of Order* shall govern the election procedures. All elected officers shall be voted on separately. A simple majority of all votes cast by the members present and voting at the Annual Meeting shall be necessary to elect. When he/she qualifies, any member may serve in any office with no limit to the number of terms he/she may serve at any one time. In the event an officer resigns his post or is impeached mid-year, the Department shall hold a special election at the next regular monthly meeting.

ARTICLE VIII: QUORUM

Twelve active emergency members shall constitute a quorum for the transaction of business at any Regular or Special Meeting of the Department.

ARTICLE IX: SUSPENSION AND AMENDMENTS

By unanimous consent of the active emergency members present and voting, these By-Laws or any specific article or section contained therein, may be suspended without previous notice. These By-Laws may be amended two times a year, in June, and the December meeting, by two-thirds vote of the active emergency members present and voting, under the following provisions: that the proposed amendment has been presented in writing two months prior and notice has been sent by mail or electronic mail to each active emergency member that such action will be taken, and that the change is posted on the Department web site at least ten days prior to the meeting.

ARTICLE X: RULES OF ORDER

Robert's Rules of Order shall prevail at all regular, special, committee and Executive Committee meetings.

ARTICLE XI: NEW ACTIVE EMERGENCY MEMBER

A new active emergency member of the Department shall serve a one-year probationary period, during which time the probationary member shall be entitled to all the privileges and perform all the duties of regular member, except the right to hold elective office. Such time shall be credited to the member's term of service. Once a probationary member has attended certification classes in Airborne Pathogens, Bloodborne Pathogens, Hazardous Materials Awareness, as well as FEMA IS-100 and FEMA IS-700, he/she is eligible to be issued a pager by the Communications Officer, gear by the Quartermaster, and respond to emergency calls.

A probationary member must attend Department activities as follows: 40 calls, six training sessions, six Department meetings, and is encouraged to participate in Department parades, funerals, memorial services and any other scheduled or ordered Department functions. A probationary member is required to review the Department policies and SOPs with his/her sponsor and complete and turn in the signature sheet to the Secretary.

At the expiration of the probationary period, the applicant shall be notified by the Secretary and asked to appear before the Executive Committee in order to qualify as a regular member. If the applicant has not met the requirements, the Executive Committee shall extend the probationary period by six months. During that time the applicant has another opportunity to meet the requirements. At the conclusion of the probationary period and once the requirements are met, the Executive Committee shall admit the probationary member as a regular member. If the applicant has not met the initial requirements, the Executive Committee shall request a decision from the Department at the next monthly meeting to accept the probationary member as a regular member or dismiss the probationary member.

ARTICLE XII: PAYMENT OF BILLS

Section 1: Recurring Bills At the Annual Meeting in January, the Department, by majority vote, may authorize the Treasurer to pay any or all recurring bills as presented, when such bills have been properly signed by him/her and either the Fire Chief, Ambulance Chief, or an Assistant Fire Chief. Recurring bills shall be established by policy. All payments made in this matter shall be reported to the Department at the next regular meeting.

Section 2: Emergency Purchases The Executive Committee is empowered to expend not more than \$750.00 at any time for emergency purchases.

ARTICLE XIII: POLICIES

A book of policies shall be maintained by the Secretary containing all policies and procedures of the Department, such topics having been approved by two-thirds vote of the active members voting at any regular or special meeting.

MAY MEMBERSHIP MEETING FINAL MINUTES

05.07.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

J. Christen, B. Donzella, E. Epstein, T. Limbos (arr. 2020), G. Price, J. Canning (left @2045), R. Kennedy (left @ ~2045), A. Petrone, M. Petrone, C. Rochovansky (left @ 2045), W. Soule, A. Swagemaker (arr. @2038), E. Tuz, MA Van Valkenburg, J. Speck, M. Starr (left @2155).

AGENDA

Call to order @ 1933HRS

NO QUORUM

Agenda Item - Public Comment

Presentation by The Kent Quilters of a handmade quilt.

QUORUM MET

MOTION: made by e. epstein; 2nd by m. petrone. **We hang the presented quilt in the responder room.**

Voting yes: J. Christen, B. Donzella, E. Epstein, G. Price, J. Canning (left @2045), R. Kennedy (left @ ~2045), A.

Petrone, M. Petrone, C. Rochovansky (left @ 2045), W. Soule, E. Tuz, J. Speck, M. Starr (left @2155) members voting yes - enter in a comma-separated listed here.

Voting no: members voting yes - enter in a comma-separated listed here.

Motion passed.

Agenda Item - Correspondence

Correspondence read. Letter of resignation from Brian Hunt, effective June 15th. Parade invitations will be given to John Christen for response.

MOTION: made by e. epstein; 2nd by m. petrone. **Accept the 3.23 minutes.**

Discussion: Date correction from 3.26 to 3.27

Voting yes: J. Canning, J. Christen, B. Donzella, E. Epstein, R. Kennedy, A. Petrone, M. Petrone, G. Price, C. Rochovansky, W. Soule, J. Speck, M. Starr, E. Tuz.

Voting no:

Abstaining: MA Van Valkenburg.

Motion passed

Agenda Item - Mower donation

Follow up on E. Epstein's offer of a donated lawn mower.

MOTION: made by C. Rochovansky; 2nd by E. Tuz. **We accept Eric Epstein's lawn mower donation.**

Voting yes: J. Canning, J. Christen, B. Donzella, E. Epstein, R. Kennedy, A. Petrone, M. Petrone, G. Price, C. Rochovansky, W. Soule, J. Speck, M. Starr, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Motion passed

Agenda Item - Membership

MOTION: made by c. rochovansky; 2nd by M. Van valkenburg. **Accept Walter Viera as a probationary member.**

Voting yes: J. Canning, J. Christen, B. Donzella, E. Epstein, R. Kennedy, A. Petrone, M. Petrone, G. Price, C. Rochovansky, W. Soule, J. Speck, M. Starr, E. Tuz, MA Van Valkenburg.

Voting no:

Motion passed.

Agenda Item - Treasurer's Report

Unpaid bills read. Recurring bills read.

MOTION: *made by c. rochovansky; 2nd by j. canning.* **To pay the bills as read.**

Discussion

Voting yes: J. Canning, J. Christen, B. Donzella, E. Epstein, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, W. Soule, J. Speck, M. Starr, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstain: J. Speck, M. Starr

Motion passed

Treasurer reported the ambulance loan was paid off as of this month. A YTD P&L was distributed (attached) and discussed. Treasurer reported she is in the process of moving all accounts to Union Savings. The President will add it to the EC agenda for next month.

Agenda Item - Fire Chief's Report

Assistant Chief Soule reported on behalf of Chief Gawel. 23 calls for April.

Agenda Item - Ambulance Chief's report

Chief reported. Reminder about upcoming EMT refresher class.

MOTION: *made by m. petrone; 2nd by MAV.* **Earmark the \$1100 income from the May 6 EMS standby for the replacement MIFI and the balance be charged against the Technology budget.**

Voting yes: J. Canning, J. Christen, B. Donzella, E. Epstein, R. Kennedy, T. Limbos, A. Petrone, M. Petrone, G. Price, C. Rochovansky, W. Soule, J. Speck, M. Starr, E. Tuz, MA Van Valkenburg.

Voting no:

Abstain: J. Speck

Motion passed.

Agenda Item - Line Officer's Report

Captains - Wednesday night Hazmat Ops and Awareness training @ 1900

Engineer - E2 is back in service.

Agenda Item - Appointed position reports

Facilities coordinator - spoke to cleaning company and they decreased their price to \$300

Agenda Item - Committee reports

Ball - planning continues

OLD BUSINESS

Agenda Item - Rear Building

Stosh declined the lease counter-offer. His deposit check was returned and he returned keys to the President.

MOTION: *made by Eric Epstein; 2nd by John Christen.* **To charge the Back Building Committee with investigating options for the rental of the back building and report findings back to the department.**

Voting yes: J. Christen, B. Donzella, E. Epstein, T. Limbos, A. Petrone, M. Petrone, G. Price, W. Soule, J. Speck, M. Starr, E. Tuz, MA Van Valkenburg.

Voting no: none

Abstain: none

Motion passed

Agenda Item - Constitution & By-Law changes

Lengthy discussion.

Agenda Item - High Watch expansion proposal

Discussion. Confirmation of letter being sent regarding the High Watch expansion proposal was asked. Matt requested that the plans for the project be presented at the next meeting

MOTION: made by E. Tuz; 2nd by M. Starr. To have the quartermaster order replacement helmets pending receipt of an updated list of interior firefighters.

Voting yes: J. Christen, B. Donzella, E. Epstein, T. Limbos, A. Petrone, M. Petrone, G. Price, W. Soule, J. Speck, M. Starr, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstain: J. Speck

Motion passed

NEW BUSINESS

Agenda Item - Firefighter Physicals - tabled

Agenda Item - Portable Radios

MOTION: made by T. Limbos; 2nd by B. Donzella. Authorize the department to enter into a five year lease agreement with Lease Corporation of America for the lease-to-purchase of eight APX4000 VHF portable radios. Payment schedule of initial payment of \$2,535.00 and four annual payments of \$5,716.07, with first payment due one year after signing of agreement. Funding for the annual to be budgeted as a separate line item in the budget for the next four years.

Voting yes: J. Christen, B. Donzella, E. Epstein, T. Limbos, A. Petrone, M. Petrone, G. Price, W. Soule, E. Tuz, MA Van Valkenburg.

Voting no: NONE

Abstaining: G. Price, J. Speck

Motion passed

MOTION: made by T. Limbos ; 2nd by J. Christen. Spend up to \$600.00 to purchase holsters & straps for the new APX portable radios.

Voting yes: J. Christen, B. Donzella, E. Epstein, T. Limbos, A. Petrone, M. Petrone, G. Price, E. Tuz, MA Van Valkenburg.

Voting no: W. Soule

Abstaining: G. Price, J. Speck

Motion passed

Agenda Item - Brush Fire Reimbursement

Agenda Item - Department Website

J. Speck presented a newly built department website & costs associated with it.

MOTION: made by M. Petrone; 2nd by G. Price. To move to the new website as presented.

Voting yes: J. Christen, B. Donzella, E. Epstein, T. Limbos, A. Petrone, M. Petrone, G. Price, E. Tuz, MA Van Valkenburg.

Voting no: Abstaining: J. Speck

Motion passed

Meeting adjourned @ xxxxHRS

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING JUNE 4TH

5:39 PM

05/07/18

Approved
Treasurer
Charles DeBorja
5/9/18

Kent Volunteer Fire Department, Inc. Recuring Bills/ Bills Paid after Last Meeting

RECEIVED	
Date 5.7.18	By <i>[Signature]</i>

Date	Num	Memo	Amount
Aquarion Water Co. / 2566			
04/30/2018	3/23/18 - 4/19/18	Back Building for service 03/23/201/ - 04/19/2018	-31.68
05/02/2018	1084	200101566	-31.68
Aquarion water Co. / 3543			
04/30/2018	3/23/18 - 4/19/18	Fire House service 03/23/201/ - 04/19/2018	-40.65
05/02/2018	2473	200103543	-40.65
Charter Communications			
04/10/2018	37055040318	Internet service from 4/13/18 - 5/12/18	-89.98
04/10/2018	2470	8350-16-008-0037055	-89.98
Eversource / 3023			
04/20/2018	3/15/18 - 4/17/18	Back building service for 03/15/2018 - 04/17/2018	-370.35
05/02/2018	1085	51921453023	-370.35
Eversource / 3031			
04/20/2018	3/16/18 - 4/17/18	Swift Lane for service 03/16/2018 - 04/17/2018	-26.46
05/02/2018	2474	51230743031	-26.46
Eversource / 4083			
04/20/2018	3/15/18 - 4/17/18	Fire House for service 03/15/2018 - 04/17/2018	-1,264.62
05/02/2018	2475	51596934083	-1,264.62
Frontier Communications			
04/30/2018	4/21/18 - 5/20/18	Phone, internet, and Dish for 04/21/2018 - 05/20/18	-260.69
05/02/2018	2476	Phone, internet, and Dish for 04/21/2018 - 05/20/18	-260.69
Ingegneri Cleaning Services, Inc.			
04/12/2018	Inv 1469	For cleaning 3/13/18 & 3/27/18	-600.00
04/17/2018	2471	For cleaning 3/13/18 & 3/27/18	-600.00
Karren Garrity 1			
05/03/2018	Ord 5057343	2018 Ball postage	-306.87
05/03/2018	2480	2018 Ball postage	-306.87
Kent Sewer Commission			
05/02/2018	5/1/18 Installment	Sewer Tax 5/1/2018 installment for sewer usage	-162.90
05/02/2018	2478	Sewer Tax 5/1/2018 installment for sewer usage	-162.90
Mitchell Inc			
05/02/2018	8152868	534.5 gal. propane at \$1.79 per gal	-956.76
05/02/2018	Inv 8152869	41.0 gal. propane at \$1.79 per gal	-73.39
05/02/2018	2479	378166	-1,030.15
Postmaster, South Kent			
04/15/2018			0.00
Quick Med Claims LLC			
04/09/2018	Inv 6806	Billing Services for the month of March 2018	-704.35
04/09/2018	2469	Billing Services for the month of March 2018	-704.35
Verizon			
04/12/2018	Inv 9804764422	Mobile Broadband Internet device	-40.07
04/17/2018	2472	Mobile Broadband Internet device	-40.07

Karren Garrity
2477

2018 Ball invitation printing

917.90
15846.67

Approved
Treasurer
Charles Rappaportsky
5/7/18

Kent Volunteer Fire Department, Inc.
Unpaid Bills Detail
 As of May 7, 2018

RECEIVED	
Date 5.7.18	By <i>JOR</i>

Date	Num	Memo	Open Balance
Airgas USA, LLC			
05/07/2018	4/30/18 Statement	Oxygen bottle rental	170.84
Total Airgas USA, LLC			170.84
Aquarion Water Co. / 2558			
05/07/2018	Statement 4/27/18	Service for 6" main for the period 3/29/18 to 4/27/18	130.43
Total Aquarion Water Co. / 2558			130.43
D & S Auto Repair & Sales			
04/04/2018		Amb. 1 & 2 DMV inspections \$92 each & A-2 front brake pads \$209.10	393.10
Total D & S Auto Repair & Sales			393.10
Davis IGA, Inc			
05/01/2018	April 2018	April charges	88.98
Total Davis IGA, Inc			88.98
Fire Equipment Headquarters, Inc			
03/20/2018	Inv 78984	Annual fire extinguisher inspection and servicing	752.35
04/30/2018	Inv 79193	One 2.5gal. water extinguisher for T-1	110.00
05/07/2018	Inv 79020	Semi-annual kitchen hood inspection and parts	203.25
Total Fire Equipment Headquarters, Inc			1,065.60
Ingegneri Cleaning Services, Inc.			
05/07/2018	Inv 1488	For cleaning 4/10/18 & 4/24/18	600.00
Total Ingegneri Cleaning Services, Inc.			600.00
Levine Paint & Auto Supply			
03/31/2018	Inv 08-065825	Battery for Gator	99.71
04/16/2018	Inv 08-069755	Windshield washer and fluids	28.05
Total Levine Paint & Auto Supply			127.76
Medical Warehouse, Inc.			
04/23/2018	Inv 191822	50 nasal cannula	30.50
05/07/2018	Inv 191965	Combat applic. tourniquet	28.49
Total Medical Warehouse, Inc.			58.99
Mitchell Inc			
05/07/2018	Inv7830021	275 gal. #2 Fuel Oil at \$2.899 per gal. <i>Back bldg.</i>	797.23
Total Mitchell Inc			797.23

4:58 PM

05/07/18

Kent Volunteer Fire Department, Inc.

Unpaid Bills Detail

As of May 7, 2018

Date	Num	Memo	Open Balance
Physio-Control, Inc			
04/12/2018	Inv 418068614	Subscription for Multitech Gateway to Lifenet System <i>12 lead into Hosp.</i>	208.92
Total Physio-Control, Inc			208.92
Shipman's Fire equipment Co. Inc			
03/22/2018	Inv 291312	Scott air pack repair	179.65
Total Shipman's Fire equipment Co. Inc			179.65
TEC Control Systems, Inc			
04/18/2018	Inv 69352	Semi-annual inspection	220.00
Total TEC Control Systems, Inc			220.00
The Generator Connection Inc			
05/02/2018	Inv 28831	Major PM	480.00
05/03/2018	Inv 28844	Extended maintenance repairs <i>coolant system repairs</i>	1,256.15
Total The Generator Connection Inc			1,736.15
Town of Kent.			
05/07/2018	Check Request	Medic 4 revenue reimbursement for the period July 1 to Dec. 31, 2017	3,216.11
Total Town of Kent.			3,216.11
US Foods inc			
04/06/2018	Inv 2201613	Paper towels and folded hand towels	80.64
Total US Foods inc			80.64
Welsh Sanitation Service			
04/05/2018	3/1/18 - 3/31/18	For service 03/01/2018 - 03/31/2018 <i>came in after meet.</i>	42.00
05/04/2018	4/1/18 - 4/30-18	Service for 4/1/18 - 4/30/18	42.00
Total Welsh Sanitation Service			84.00
TOTAL			9,158.40

Kent Volunteer Fire Department, Inc.

Profit & Loss Budget vs. Actual

January through December 2018

	Jan - Dec 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
5000-01 · Contributions	6,952.60	28,000.00	-21,047.40
5000-02 · Grants (All Grants)	47,083.32	111,000.00	-63,916.68
5000-03 · Ambulance Billing Collections	0.00	1,500.00	-1,500.00
5000-04 · Ambulance Billing Revenue	31,652.68	131,000.00	-99,347.32
5000-05 · Special Event Gross Income	5,418.00		
5000-06 · Other Income	2,049.14	49,300.00	-47,250.86
Total Income	93,155.74	320,800.00	-227,644.26
Gross Profit	93,155.74	320,800.00	-227,644.26
Expense			
6000-01 · Supplies	417.18	2,000.00	-1,582.82
6000-02 · Equipment & Vehicle Maintenance	3,936.86	45,000.00	-41,063.14
6000-03 · Members - Training & Education	2,436.70	10,000.00	-7,563.30
6000-04 · Members - Stipends	31,190.45	77,000.00	-45,809.55
6000-05 · Members -Recruitment&Retention	772.40	4,500.00	-3,727.60
6000-06 · Communications Supplies & Maint	0.00	1,300.00	-1,300.00
6000-07 · Medical Supplies	1,989.33	10,000.00	-8,010.67
6000-08 · Insurance	0.00	42,000.00	-42,000.00
6000-09 · Building & Grounds Maintenance	3,991.33	20,000.00	-16,008.67
6000-10 · Utilities	21,562.14	38,010.00	-16,447.86
6000-11 · Office Expenses/Supplies	570.08	2,000.00	-1,429.92
6000-12 · Computer Software & Technology	1,013.59	5,250.00	-4,236.41
6000-13 · Accounting & Legal	480.00	15,000.00	-14,520.00
6000-14 · Ambulance Billing/Medic Expense	5,079.64	20,600.00	-15,520.36
6000-15 · Vehicle Fuel	0.00	4,900.00	-4,900.00
6000-16 · Other Expenses	726.07	3,240.00	-2,513.93
8000-02 · Communications Equipment	0.00	5,000.00	-5,000.00
8000-03 · Turnout Gear & PPE	191.33	10,000.00	-9,808.67
8000-04 · Fire Equipment	170.00	5,000.00	-4,830.00
8000-08 · Repayment of Loans	11,486.19		
9000-01 · Special Event Expenses	3,373.32		
Total Expense	89,386.61	320,800.00	-231,413.39
Net Ordinary Income	3,769.13	0.00	3,769.13
Other Income/Expense			
Other Income			
5000-08 · Rental Income	6,992.28		
Total Other Income	6,992.28		

MEMBERSHIP MEETING **APPROVED** MINUTES

04.02.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

John Christen, Lou Dingee, Sean Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Sherm Green (left @2205), Gary Hock (arr. @ ~2005), Rob Kennedy (left @ 2155), Tim Limbos (arr.@ 2023), Audra Petrone, Mike Petrone, (arr. @ 2020), Gwen Price, Caralee Rochovansky, John Russell (left @ 2140), Jean Speck, Matt Starr (arr. @ 2025), Alexis Swagemaker, Rebecca Trautman (left @ 2155), Mary Ann Van Valkenburg.

AGENDA

Call to order @ 1940HRS

Moment of silence in honor of TFC Kevin Miller

Approval of Minutes

discussion/notes

Member comments

Eric Epstein offered to donate an old mower and offered to donate it to the department to save money. Discussion.

Correspondence

Invite to Winsted Parade on August 18 - will revisit next month

Invitation to re: dedication of South Kent School St. Michael's Chapel. Jean will email invitation details to membership.

Membership

none

Treasurer's Report

List of recurring bills & bills to pay was read to be submitted into the minutes. Caralee had a copy of a Profit & Loss statement for members to view. Mary Ann asked if a P&L could be shared monthly electronically. She said she should be able to provide report.

MOTION: made by John Russell; 2nd by Mary Ann Van Valkenburg. Approve the bills as read.

Voting yes: John Christen, Lou Dingee, Sean Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Sherm Green, Gary Hock, Rob Kennedy, Audra Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jean Speck, Alexis Swagemaker, Rebecca Trautman, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: Jean Speck, Gary Hock.

Motion passed.

Officer Reports

Chief Gawel: He and Mike Petrone attended the DPH Public hearing for the Birch Hill CON application. He reiterated the department's concern about the potential increase in call volume. Reported on a grant that the 1st selectman is applying for through First Light for a flat-bottom boat. He worked with Tim Limbos worked to submit pricing. Waiting to hear back from 1st selectman on outcome. Reported on a conversation with donna from zoning that they plan to have their next meeting at the firehouse. Reported on fire hydrants in town and that there may be some that are actually private, and concerns about metal fragments that came out of a hydrant and was caught in E2's screen. Reported on responses from previous month.

Captain Limbos: will be doing a live burn soon. Tim has created multiple officer checksheets that will be organized and available soon on Google drive.

Ambulance Chief Petrone: reported on billing an estimated \$14,000.00 in billing that is still in collections from 2016, and 2017 outstanding billing was not known.

Committee Reports

Facilities: Alexis reported the generator is getting serviced and she is working on fixing the flagpole. Alexis reported members are using the kitchen and not cleaning up after themselves, and using the refrigerator for personal groceries. She spent time removing personal groceries and cleaned up, Alan mentioned an article in the Waterbury Republican American that we failed our Health Dept. inspection, but Alexis did not know about any article. She worked with Susie rundall to get a waiver for 2018 for the grease trap, so it would not cause us to fail our HD inspection, but now will have to fix and reinstall the grease trap.

Training Officer: John will send schedule some training.

Communications Officer: Tim reported on discussions with the Arnolds about putting a repeater at their farm. Would greatly improve coverage. Reported on possible leasing program for replacement of officer radios.

Firemen's Ball: budget submitted

MOTION: made by Rebecca Trautman; 2nd by Gwen Price. Approve the Firemen's Ball budget as presented.

Ball committee member reported on the budget and the reason for the tent expense. Last year, line officers voiced concerns about the apparatus having to stay outside for an extended amount of time over the weekend during the event. As a result, the Ball Committee last year considered putting the tent on the west side of the parking lot, enabling the apparatus to remain in the building. Discussion on concerns about the net income, having such a large tent, some members voiced their opinion that we should forego a tent and go back to holding it in the bays. Rebecca reminded the membership about how complaints from guests two years ago were one of the catalysts to bring back the traditions of the Ball years ago to the 2017 Ball, which was a great public success. She urged the membership to consider this when they vote.

Voting yes: Lou Dingee, Sean Dingee, Eric Epstein, Gary Hock, Rob Kennedy, Gwen Price, John Russell, Alexis Swagemaker, Rebecca Trautman, Mary Ann Van Valkenburg.

Voting no: Sherm Green, Caralee Rochovansky, Alan Gawel, Bonnie Donzella,

Abstain: Joe Gawel, Audra Petrone, Tim Limbos, John Christen, Jean Speck.

Motion passed.

Recruitment & Retention: Mary Ann reported on the possibility of a new concept of celebrating the membership and change it to a summer, picnic-type of event, with food trucks. Tim offered the idea of a family centered event, maybe going down to Harrybrooke park for a picnic. Caralee liked the idea, and keeping it in town. Matt remarked with all the equipment we have we could do our own food tent. She is looking for ideas from membership.

MOTION: made by Mary Ann Van Valkenburg; 2nd by Gwen. To spend up to \$40 on recruitment business cards.

Voting yes: John Christen, Lou Dingee, Sean Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Sherm Green, Gary Hock, Rob Kennedy, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jean Speck, Matt Starr, Alexis Swagemaker, Rebecca Trautman, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: Jean Speck

Motion passed.

Old Business

Rear building: Alan reported on the recent court date regarding the lawsuit. As of the court date Wednesday, the bill from the attorney is \$5500.00 (\$9218.07 is the full bill but he is giving us a discount), plus the \$1500.00 retainer already incurred.

Alan reported changes in the proposed lease with prospective tenant discussed at the last EC meeting:

- The move-in date was moved from 1.1.2018 to 6.1.2018;
- Change the use of the loading dock from non-exclusive use to exclusive use (once current tenant Billy Morrison moves out of the space);
- Add the square footage of the loading dock to the total square footage.

Alan reported that the EC, at a previous meeting, voted to have the attorney negotiate the lease with a deadline of 4.16.2018. Matt Starr mentioned a motion passed by the Sewer Commission at their February meeting requiring the KVFD install an underground grease trap. Bonnie will follow up.

2018 Budget: Caralee presented the 2018 budget.

MOTION: made by Matt Starr; 2nd by Mike Petrone. To pass the budget as proposed.

Voting yes: Lou Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Gary Hock, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Jean Speck, Matt Starr, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: none

Motion passed.

MOTION: made by Matt Starr; 2nd by Lou Dingee. Pay off the Ambulance 1 loan out of the Aiken ambulance fund effective January 1, 2018.

Voting yes: Lou Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Gary Hock, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Matt Starr, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: Jean Speck

Motion passed.

New Business

Constitution/by-laws changes: multiple changes were submitted by members for vote at the June meeting.

Amazon Smile: Eric reported someone set the department up - Jean will look into who holds the account.

Airpacks:

MOTION: made by Tim Limbos; 2nd by Gary Hock. Sell to Lime Rock Track Emergency Services two (2) SCOTT SCBA Packs manufactured date 2004 with four (4) of the 30-minute bottles that were purchased with Engine 2 along with two (2) AV 3000 SCBA old-style masks for \$4820.00, plus any shipping costs. This money will be used to purchase four (4) of the SCOTT 45-minute SCBA bottles.

Voting yes: Lou Dingee, Bonnie Donzella, Alan Gawel, Joe Gawel, Gary Hock, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Matt Starr.

Voting no: Eric Epstein.

Abstain: Jean Speck, Mary Ann Van Valkenburg.

Motion passed.

Firefighter physicals:

MOTION: made by Tim Limbos; 2nd by Audra Petrone. Table topic.

Voting yes: Lou Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Gary Hock, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Jean Speck, Matt Starr, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: none.

Motion passed.

Brush fire - State reimbursement:

MOTION: made by Alan Gawel 2nd by Tim Limbos. Table topic.

Voting yes: Lou Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Gary Hock, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Jean Speck, Matt Starr, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: none.

Motion passed.

CO Meters: Alan passed around personal CO meters that have been demo-ed for a few months. Total cost is ~\$2,000.00 for calibration unit and ~\$300/unit. Looking at purchasing CO alert units

MOTION: made by Alan Gawel; 2nd by Gary Hock.

Purchase calibration module and nine (9) Altair 2X personal CO meters using funding from Kent Presents Grant Award.

Matt Starr voiced concern that the funding from the grant was awarded last fall, and those funds were used to pay bills instead, and that when we receive grant monies they must be used for what has been identified in the grant application.

Voting yes: MAV, GP, JG, LD, MP, AP, TL, CR, GH, AG, BD.

Voting no: Eric Epstein, Jean Speck.

Abstain: Matt Starr

Motion passed.

Website:

MOTION: made by Bonnie Donzella; 2nd by Jean Speck. **Table topic.**

Voting yes: Lou Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Gary Hock, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Jean Speck, Matt Starr, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: none.

Motion passed.

High Watch Farm expansion project: Alan reported about the expansion project at High Watch Farm, and recommended that the fire department send a letter to the Planning & Zoning Commission, similar to the one regarding Birch Hill LLC's application, stating concerns about High Watch's proposed expansion project

MOTION: made by Eric Epstein; 2nd by Matt Starr. **KVFD send P&Z a letter stating High Watch Farm's plan to expand their facility may overtax EMS having a serious negative impact on the EMS system in the town of Kent.**

Voting yes: Lou Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Joe Gawel, Gary Hock, Tim Limbos, Mike Petrone, Gwen Price, Caralee Rochovansky, Jean Speck, Matt Starr, Mary Ann Van Valkenburg.

Voting no: none.

Abstain: none.

Motion passed.

Warning of expenditures:

Tim Limbos: purchase of portable radios

Alan Gawel: cost for moving the repeater

Meeting adjourned @ 2350HRS

RESPECTFULLY SUBMITTED,
JEAN C. SPECK

NEXT MEETING: 07 MAY

KENT VOLUNTEER FIRE DEPARTMENT

SPECIAL MEMBERSHIP MEETING **APPROVED** MINUTES

3.27.2018 | 1930HRS | KVFD FIREHOUSE MEETING ROOM

ATTENDEES

John Christen, Bonnie Donzella, Eric Epstein, Alan Gawel, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jean Speck, Matt Starr, Mary Ann Van Valkenburg.

AGENDA

Call to order @ 1942

Discussion of 2018 departmental budget

Matt Starr suggested some recommendations for adjusting various line items, including removing the \$30,000 for the ambulance loan by paying that loan off using Aiken Fund funding. There was extensive discussion about categories that could be decreased. There was discussion about having monthly updates for each category to all members at membership meetings. There was discussion about the facility upgrades line item and the grease trap cost.

MOTION: *made by Alan Gawel; 2nd by Matt Starr. Recommend to the department a budget for 2018 based on the changes made tonight.*

Voting yes: John Christen, Bonnie Donzella, Eric Epstein, Alan Gawel, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Matt Starr, Mary Ann Van Valkenburg.

Voting no: non.

Abstaining: Jean Speck

Motion passed.

Meeting adjourned @ 2152

RESPECTFULLY SUBMITTED,
JEAN C. SPECK



Kent Volunteer Fire Department, Inc. Executive Committee Meeting Minutes

March 05, 2018 Kent Firehouse 1930 hours

Chair: Bonnie Donzella, President
Secretary Pro Tem: Caralee Rochovansky

In Attendance:

Executive Committee Members: John Christen, Louis Dingee, Sean Dingee, Bonnie Donzella, Eric Epstein, Alan Gawel, Dan Kabasakalian, Rob Kennedy, Tim Limbos, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jean Speck, Mat Starr, Rebecca Trautman, and MaryAnn Van Valkenburg

Auxiliary Members: None

Guests: None

Quorum Present

Meeting called to order at 1939 hours.

Pledge of Allegiance

Minutes: Tim L. made a motion to approve the February 05, 2018 minutes as distributed with the following correction. The motion about the ambulance barn heat and water entered in the "actions" column should have been in the "motions" column. Seconded by John C. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Rob K., Tim L. Mike P., Gwen P., Caralee R., John R., Jean S., Mat S., Rebecca T., and MaryAnn V.
Motion Carried.

Public Comment: None

Correspondence: The Secretary Pro Tem read an email from Billy McCann requesting he be moved from Active Emergency Member to the Veterans list stating a return to active duty when his young children are older is in his future.

Bonnie D. made a motion to move Billy McCann to the Veterans list. Seconded by John C. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Rob K., Tim L. Mike P., Gwen P., Caralee R., John R., Jean S., Mat S., Rebecca T., and MaryAnn V.
Motion Carried.

Membership: none

Treasurer's Report: The Treasurer gave financials reports, read the bills. Mike P. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Rebecca T. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Rob K., Tim L. Mike P., Gwen P., Caralee R., John R., Rebecca T., and MaryAnn V.
Abstentions: Jean S., Mat S.
Motion Carried.

Officers Reports: *Chief:* John Russell was appointed Training Officer by the Chief. Birch Hill and High Watch were discussed. RIT to Sherman and vice versa. Chief also reported on simulcast features for pager problem and that the Spooner Hill site has undetermined problems they are working on. The fitness room was discussed. Alan G. had researched the assertion that no one should use the equipment until it has all been changed to commercial equipment and learned that we are covered by our insurance regardless as to the type of equipment used. It was suggested that any equipment members knew was not working properly be tagged as such. Discussion about medical exams. It was noted that the Medical Exams policy needs to be updated. Chief reported that of the 34 calls since the previous monthly meeting, 23 of the calls were during the recent snow storm.

Captains: Tim L. discussed a Thursday night live burn and apparel orders.

John R. made a motion to donate all of the recently received, donations, 24, green blankets, to the Emergency Operations Center in Kent. Seconded by MaryAnn V. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Rob K., Tim L. Mike P., Gwen P., Caralee R., John R., Jean S., Mat S., Rebecca T., and MaryAnn V.

Motion Carried

Reporting of chemical issues are in the NIFIRS reports. Alexis S. is coordinating cancer awareness. Following fire calls, clean everything; i.e. gear, truck interiors, airpicks, all equipment, etc. due to the cancer causing carcinogens.

Ambulance Chief: Mike P. reported on the upcoming Regatta and Horse Show dates needing coverage. Mike P. also discussed the need for the power load system, another monitor and the Pro-care package to service them for Ambulance 2.

Appointed Position Reports: *Training:* An AB/BB refresher will be held on March 18th at 1300 hours.

Technology: Jean S. reported she is working on a complete technology inventory.

Communications: Tim L. reported on Spotted Dog benefits and fit testing.

Tim L. made a motion to set aside the Spending Policy for the payment of the Spotted Dog service. Seconded by Alan G. Voting Yes: John C., Louis D., Sean D., Bonnie D., Alan G., Dan K., Tim L. Mike P., Caralee R., Mat S., Rebecca T., and MaryAnn V.

Voting No : Eric E., John R.

Abstentions: Gwen P., Jean S.

Motion Carried.

Tim L. made a motion to spend \$960.00 for the year service of the Spotted Dog App. Seconded by Rebecca T. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Caralee R., Mat S., and Rebecca T.

Voting No: John R.

Abstentions: Gwen P., Jean S., and MaryAnn V.

Motion Carried.

Committees: *Ball:* Jean S. presented an expense only budget for the 2018 ball. Discussion.

Eric made a motion to set aside the Finance Policy for expenses for the Ball. Seconded by Mat S. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Caralee R., John R., Mat S., Rebecca T., and MaryAnn V.

Voting No: Eric E.

Abstentions: Gwen P., Jean S.

Motion Carried

MaryAnn V. made a motion to spend up to \$2,000.00 on Ball expenses. Seconded by Alan G. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Gwen P., Caralee R., John R., Mat S., Rebecca T., and MaryAnn V.

Abstentions: Jean S.

Motion Carried.

Old Business:

Rear Building: Alan G. reported a continuance until March 28th for the court date.

Budget 2018: Tabled

Ice Watch Drawing: As this winter's extraordinary ice jam destroyed the platform and the cable across the river we were unable to complete the Ice Watch using the 'stop the clock' method so a drawing is being held tonight to determine the winner. Department member, Dan Kabasikalian, drew the lucky winner from all the tickets in the drum. The winner of the 2018 Ice Watch is Elizabeth Farr of South Kent and her winnings totaled \$212.50, half of what was collected.

New Business:

MIFI/WIFI: Tim L. explained the need for replacing the current ambulance system.

Tim L. made a motion to spend up to \$1,300.00 for the MIFI in Ambulance 1. Seconded by Alan G. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Gwen P., Caralee R., John R., Rebecca T., and MaryAnn V.

Voting No: Mat S.

Abstentions: Jean S.

Motion Carried.

Caralee R. made a motion to spend \$50.00 on Quickbooks 2018. Seconded by John R. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Gwen P., Caralee R., John R., Mat S., Rebecca T., and MaryAnn V.

Abstentions: Jean S.

Motion Carried.

Alan G. made a motion to tables airpacks. Seconded by Mat S. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Gwen P., Caralee R., John R., Jean S., Mat S., Rebecca T., and MaryAnn V.
Motion Carried.

Alan G. made a motion to table CO meters, brush fire equipment and Firefighters physicals. Seconded by Mat S. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Gwen P., Caralee R., John R., Jean S., Mat S., Rebecca T., and MaryAnn V.
Motion Carried.

Alan G. made a motion to nominate Jean Speck for Secretary. Seconded by Caralee R. Voting Yes: John C., Louis D., Sean D., Bonnie D., Eric E., Alan G., Dan K., Tim L. Mike P., Gwen P., Caralee R., John R., Mat S., Rebecca T., and MaryAnn V.
Abstentions: Jean S.
Motion Carried.

Warnings: MaryAnn V. warned for awards dinner expenses and Recruitment marketing items
Jean S. warned for technology items

The President adjourned the meeting at 2221 hours.

Respectfully Submitted,

Caralee Rochovansky,
Secretary ProTem
Kent Volunteer Fire Department, Inc.

These are draft minutes and corrections may be made by the Kent Volunteer Fire Department, Inc. membership at a subsequent meeting.
Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.

KVFD MEETING MINUTES

Monthly membership meeting		DRAFT MINUTES		Prepared by: J. Speck	
MEETING DATE:	2/5/2018				
MEETING START TIME:	19:35				
MEETING END TIME:	22:30				
MEMBER ATTENDANCE:	j. christen, l. dingee, b. donzella, e. epstein, t. farrell, a. gawel, g. hock (arr. @2000), j. murphy, m. petrone, g. price, c. rochovansky, s. rundall, j. shaw (left @ 2230), j. speck, r. trautman, e. tuz, m. vanvalkenburg				
GUESTS:					
CHAIR BY:	b. donzella				
AGENDA ITEM	DISCUSSION	ACTION ITEMS	MOTION	MADE/SECOND	VOTE
Minutes			motion to approve minutes	c. rochovansky/l. dingee	Ayes: j. christen, l. dingee, b. donzella, e. epstein, t. farrell, a. gawel, j. murphy, m. petrone, g. price, c. rochovansky, s. rundall, j. shaw, j. speck, r. trautman, e. tuz, m. vanvalkenburg
Public Comment	none				
Correspondence	donation card read				
Membership	president sent out a number of change in status & dismissal letters				
	president presented and an application from Max Malasky to become a full member		Motion to accept Max Malasky as a full member	b. donzella/m. vanvalkenburg	Ayes: j. christen, l. dingee, b. donzella, e. epstein, t. farrell, a. gawel, j. murphy, m. petrone, g. price, c. rochovansky, s. rundall, j. shaw, j. speck, r. trautman, e. tuz, m. vanvalkenburg
Treasurer's Report	list of recurring bills and bills-to-be-paid were read		Motion to pay the bills	j. christen/m. petrone	Ayes: j. christen, l. dingee, b. donzella, e. epstein, t. farrell, a. gawel, j. murphy, m. petrone, g. price, c. rochovansky, s. rundall, j. shaw, j. speck, r. trautman, e. tuz. Nays: none. Abstentions: j.speck,m. vanvalkenburg
Officer Reports					
	Chief welcomed new member Tom Farrell				
	Mud Pond bridge is planned to be replaced and Gaylordsville FD is in the planning stages of a response plan for while the bridge is out. John Christian is the POC.				
	Bantam is hosting a wildland fire fighting refresher February 22 @ Bantam Firehouse.				
	Feb 12 is a cancer awareness and prevention event at Bantam FH. State awareness coordinator will be presenting. Alexis Swagemaker has shown interest in looking into data on carcinogens related to turnout gear. Chief is looking for members to help her research this topic.	Contact Alexis if you're interested in helping her collect data on this topic.			

KVFD MEETING MINUTES

AGENDA ITEM	DISCUSSION	ACTION ITEMS	MOTION	MADE/SECOND	VOTE
Chief	OSHA form 300A - 2017 work-related injuries and illness report for KVFD will be posted on the employee board in the responder area.				
	chief is still working out schedules with line staff to start meeting.				
	Tim is coordinating fit-testing - he will be sending out a form for all members needing to be fit-tested. Testing has been streamlined with the new machine.				
	continuing to have issues with pager coverage, still working on scheduling a meeting with Danny Soule at LCD. Dan Kabasakalian will be the new representative to LCD.	Any member having an issue with pager coverage, email commofficer@kentfire.org			
	discussion of FirstNet				
	Ambulance barn - pipes burst during the cold spell. EC recommends water be cut at the curb		motion to have the water shut off and have the heat set at 50 degrees at the ambulance barn.	a.gawel/m.petrone	Ayes: j.christen, l.dingee, b.donzella, e.epstein, t.farrell, a.gawel, g hock j.murphy, m.petrone, g.price, c.rochovansky, s rundall, j.shaw, j.speck, r.trautman, e.tuz, m vanvalkenburg
	Parking in front of the apparatus bays and parking blocking the side entrance of the building has become an issue. Discussion ensued.	Chief will send an email out to all members to take care in parking in appropriate spots designated (responder spots if you are responding; other spots if you are at the firehouse for non-emergency use)			
	Chief reviewed January incident responses. Discussion about overheated batteries at home that store generated solar power.				
	Susie Rundall spoke about miscellaneous costs associated with the Kent Ice Jam Incident that the dept incurred and she will be submitting invoices to the Town for reimbursement (included paper used, brush truck servicing due to it being in such deep water, Ice Watch cable and pvc pipe from bouy were destroyed by jams).				
	2 cats were saved at structure fire - Gary Hock performed rescue breathing on one of the cats.				
Ambulance Chief	awareness about denying public entry into unsecure buildings.				
	24 calls in the month of January				
	reached out to Stryker for quote on new Powerload system with Pro-Care service agreement for A2: ~\$49k				

KVFD MEETING MINUTES

AGENDA ITEM	DISCUSSION	ACTION ITEMS	MOTION	MADE/SECOND	VOTE
Ambulance Chief	quote from Styker for Pro-Care service agreement for 2 StairChairs and A1 Powerload: ~\$19k				
	Quote for new LifePack 15 monitor: \$26,871.08				
Appointed Positions Reports					
Committee Reports					
Old business					
rear building (possible executive session)					
settlement (executive session)					
budget 2018	tabled by the president				
New business					
fire attendance sheets	president reported that there will be paper fire attendance sheets in the radio room for helping officers after a call.				
appointed positions/committees appointments					
democratic fundraiser	The DTC has expressed interest in putting on a fundraiser to assist the fire department in the purchase of equipment.				
Warning of Expenditures	brush fire equipment				
	Stryker gurney				
	Lifepack monitor				
	CO meters				
	airpacks				
	2018 version of Quickbooks				
Adjournment	president adjourned meeting.				



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

January 02, 2018 Kent Firehouse Meeting Room 1930 hours

Chair: President Bonnie Donzella

Secretary: Caralee Rochovansky

Members In Attendance : Jim Canning, John Christen, Sean Dingee, Louie Dingee, Bonnie Donzella, Jordan Donzella, Eric Epstein, Alan Gawel, Scott Harvey, Wendy Harvey, Gary Hock, Rob Kennedy, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jim Shaw, Jean Speck, Mat Starr, Alexis Swagemaker, Rebecca Trautman, and Mary Ann VanValkenburg.

Auxiliary Members in Attendance: None

Guests in Attendance: None

Quorum Present.

Call to Order: 1937 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to accept the December 04, 2017 minutes as distributed. Seconded by Sean D. Voting yes: Jim C., John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.
Motion Carried

Public Comment: Mary Ann V. announced many thanks to Susie Rundall and the Auxiliary members that helped make last month's Parade of Lights a success.

Correspondence: The Secretary read 3 notes of thanks.

Membership: None

Treasurer's Report: Caralee R. gave the Treasurer's Report. Tim L. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Rebecca T. Voting yes: Jim C., John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Mat S., Alexis S., Rebecca T., and Mary Ann V.
Abstentions: Jean S.
Motion Carried

The Treasurer read the 2018 amended list of recurring bills.

Caralee R. made a motion to approve the recurring bills list as amended and pay all recurring bills.

Seconded by Rebecca T. Voting yes: Jim C., John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.
Motion Carried

Officer's Reports:

Chief: Alan G. reported on fit testing, wildfire reimbursement expenses and using the funds for equipment replacements, the Town's Capital Plan and a review of the calls for the month of December.

Tim L. made a motion to spend up to \$200.00 for cribbing. Seconded by John C. Voting yes: Jim C., John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Ambulance Chief: Mike P. reported on calls for 2017 - Total calls 376. Mike also reminded attendees that there will be an EMT refreshers both in Warren and in Sharon firehouses beginning on January 12th for those who need it. Ambulance 1 was going out tomorrow morning for minor repairs.

Appointed Positions Reports: The light tower on Rescue 8 was fixed again.

Committee Reports:

Recruitment and Retention: Mary Ann V. suggested that the fire department join the Chamber of Commerce. Discussion.

Mary Ann V. made a motion to pay the annual dues and join the Kent Chamber of Commerce. Seconded by Rebecca T. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S. Mat S., Rebecca T., and Mary Ann V.

Abstentions: Alexis S.

Motion Carried

Gwen P. reported on the Santa's Express fundraiser and was given a round of applause.

Old Business:

Rear Building: Caralee reported that the lease had gone to the lawyers for final change additions.

2018 Budget: Lengthy discussion. More budget workshops will be scheduled to fine tune the budget.

New Business:

Ice Watch: John C. reported he is stationing the ice watch boxes around town. The ice watch officially starts February 21st.

SCBA Upgrades - Eric E. made a motion to spend \$3,284.00 on 3 small masks, 3 large masks, 13 pair of clips, and mask and bottle labels for the new SCBA gear. Seconded by Alan G. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

New Ambulance Purchase - Caralee R. made a motion for the President to appoint a committee to replace Ambulance 2. Seconded by Mike P. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Carried

2018 Election of Officers

As we had no Nominating Committee this year, there was no slate presented.
Nominations will be taken from the floor.

Caralee R. nominated Alan G. for Fire Chief. Alan G. accepted the nomination. Alexis S. nominated Gary H. for Fire Chief. Gary H. declined. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary to cast one ballot for Alan G. for Fire Chief. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Alan G. for Fire Chief.

Alan Gawel is elected by acclamation.

Jim S. nominated Bonnie D. for President. Bonnie D. accepted the nomination. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary to cast one ballot for Bonnie D. for President. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Bonnie D. for President.

Bonnie Donzella is elected by acclamation.

Tim L. nominated Gary H. for Assistant Fire Chief. Gary H. accepted the nomination. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary to cast one ballot for Gary H. for Assistant Fire Chief. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Gary H. for Assistant Fire Chief.

Gary Hock is elected by acclamation.

Alan G. nominated Wendell S. for Assistant Fire Chief. Wendell S. was not present. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary to cast one ballot for Wendell S. for Assistant Fire Chief. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Wendell S. for Assistant Fire Chief.

Wendell Soule is elected by acclamation.

Tim L. nominated Mary Ann V. for Ambulance Chief. Mary Ann V. declined. Alexis S. nominated Mike P. for Ambulance Chief. Mike P. accepted the nomination. No additional nominations from the floor.

Rebecca T. made a motion to close the nominations and have the Secretary to cast one ballot for Mike P. for Ambulance Chief. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Mike P. for Ambulance Chief.

Mike Petrone is elected by acclamation.

Gwen P. nominated Mary Ann V. for Assistant Ambulance Chief. Mary Ann V. accepted the nomination. Jim S. nominated Bonnie D. for Assistance Ambulance Chief. Bonnie D. declined. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary to cast one ballot for Mary Ann V. for Assistant Ambulance Chief. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Mary Ann V. for Assistant Ambulance Chief.

Mary Ann VanValkenburg. is elected by acclamation.

Alan G. nominated John R. for Captain. John R. accepted the nomination. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary to cast one ballot for John R. for Captain. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for John R. for Captain.

John Russell is elected by acclamation.

Alan G. nominated Tim L. for Captain. Tim L. accepted the nomination. No additional nominations from the floor.

Alan G. made a motion to close the nominations and have the Secretary to cast one ballot for Tim L. for Captain. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Tim L. for Captain.

Tim Limbos is elected by acclamation.

Mike P. nominated Audra P. for Lieutenant. Audra P. accepted the nomination. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary to cast one ballot for Audra P. for Lieutenant. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for Audra P. for Lieutenant.

Audra Petrone is elected by acclamation.

Jim C. nominated Jim S. for Lieutenant. Jim S. accepted the nomination. John C. nominated Eddie T. for Lieutenant. Eddie T. was not present. No additional nominations from the floor.

Ballots were cast and counted.

Eddie Tuz is elected Lieutenant.

Bonnie D. nominated Caralee R. for Secretary. Caralee R. declined the nomination. No additional nominations from the floor.

No election of a Secretary.

Alan G. nominated Caralee R. for Treasurer. Caralee R. accepted the nomination. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the President cast one ballot for Caralee R. for Treasurer. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The President cast one vote for Caralee R. for Treasurer.

Caralee Rochovansky is elected by acclamation.

Gary H. nominated John C. for Engineer. John C. accepted the nomination. No additional nominations from the floor.

Tim L. made a motion to close the nominations and have the Secretary cast one ballot for John C. for Engineer. Voting yes: Jim C., John C., Sean D., Louie D., Bonnie D., Jordan D., Eric E., Alan G., Scott H., Wendy H., Gary H., Rob K., Tim L., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Mat S., Alexis S., Rebecca T., and Mary Ann V.

Motion Approved Unanimously The Secretary cast one vote for John C. for Engineer.

John Christen is elected by acclamation.

Elections Closed.

The Elected Slate of Officers for 2018 is as follows:

Chief: Alan Gawel
President: Bonnie Donzella
Asst Chief: Gary Hock
Asst Chief: Wendell Soule
Ambulance Chief: Mike Petrone
Asst Ambulance Chief: Mary Ann VanValkenburg
Captain: John Russell
Captain: Tim Limbos
Lieutenant: Audra Petrone
Lieutenant: Eddie Tuz
Secretary:
Treasurer: Caralee Rochovansky
Engineer: John Christen

Warnings:

Gwen P. warned for the purchase of a new Santa Suit
Eric E. warned for additional SCBA
Alan G. warned for Member T-shirts and hats

The President adjourned the meeting at 2251 hours.

Respectfully Submitted,

Caralee Rochovansky,
Secretary,
Kent Volunteer Fire Department, Inc.

These are draft minutes and corrections may be made by the Kent Volunteer Fire Department, Inc. membership at a subsequent meeting. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.