



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

December 04, 2017 Kent Firehouse Meeting Room 1930 hours

Chair : Chief Alan Gawel

Secretary : Caralee Rochovansky

Members In Attendance : Pete Bernard, Jim Canning, John Christen, Sean Dingee, Eric Epstein, Alan Gawel, Joe Gawel, Gary Hock, Rob Kennedy, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jim Shaw, Wendell Soule, Jean Speck, Rebecca Trautman, Ed Tuz and MaryAnn VanValkenburg

Auxiliary Members in Attendance: None

Guests in Attendance: Joshua Kao, Thomas Farrell

Quorum Present

Call to Order: 1937 hours

Pledge of Allegiance

Minutes: John C. made a motion to approve the November 06, 2017 monthly meeting minutes as distributed with the following correction, Rebecca T. was not present for the last motion of the meeting and therefore did not vote. Seconded by Gwen P. Voting yes: Pete B., Jim C., John C., Sean D., Eric E. Alan G., Joe G., Rob K., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Rebecca T., Ed T. and MaryAnn V.
Abstentions: Jean S., Alexis S.
Motion Carried

Public Comment: None

Correspondence: The secretary read the correspondence.

Membership: Mary Ann V. made a motion to approve Jamie Murphy as a full member. Seconded by Alexis S. Voting yes: Pete B., Jim C., John C., Sean D., Eric E. Alan G., Joe G., Rob K., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

Rebecca T. made a motion to accept Joshua Kao as a Probationary Member. Seconded by Gwen P. Voting yes: Pete B., Jim C., John C., Sean D., Eric E. Alan G., Joe G., Rob K., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

Alexis S. made a motion to accept Thomas Farrell as a Probationary Member. Seconded by Mike P. Voting yes: Pete B., Jim C., John C., Sean D., Eric E. Alan G., Joe G., Rob K., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

John R. made a motion to accept Brian D'lorio as a Probationary Member. Seconded by Eddie T. Voting yes: Pete B., Jim C., John C., Sean D., Eric E. Alan G., Joe G., Gary H., Rob K., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

Treasurer's Report: Caralee gave the Treasurer's report.

Gary H. made a motion to approve the Treasurer's report and pay the bills as read.

Seconded by Alexis S. Voting yes: Pete B., Jim C., John C., Sean D., Eric E. Alan G., Joe G., Gary H., Rob K., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Alexis S., Rebecca T., Ed T. and MaryAnn V.
Abstentions: Jean S.

Motion Carried

Officer's Reports:

Chief: Alan G. reported on his plans to follow Eric's capital plan with the town. Wendell S. reviewed the 20 fire calls for November.

[Ambulance call: John R., Rebecca T., and Sean D. left on an ambulance at 2009 hours]

Wendell reported on the Wildfire State Reimbursement Program. A policy will need to be written to help regulate this program.

Ambulance Chief: Mike P. reported the Lucas device for Ambulance 2 is now charged and will be put into service soon. Mike P. also reported there are two EMT Refresher classes coming up on the same January weekend (1/12-1/15) one in Sharon and one in Warren.

MaryAnn reported the CPR refresher is scheduled for 12/11 and she needs to know who will be attending so that she will have enough manikins for the entire class.

Appointed Positions Reports:

Quartermaster: Eddie T. reported he will be again be conducting gear checks in the near future. He needs to know who has an outdated helmet so he can order replacements.

Facilities: Alexis reported the flagpole is not working correctly and she is looking for a company who will repair it.

Bookkeeper: Jim C. brought forward two bills missed in the Treasurer's report. One to the Town of Kent for the Medic 4 reimbursement and one to Gwen P. in reimbursement for a Santa Express purchase. John C. made a motion to the pay the two bills added to the Treasurer's report. Seconded by Jim C. Voting yes: Pete B., Jim C., John C., Eric E. Alan G., Joe G., Gary H., Rob K., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Alexis S., Ed T. and MaryAnn V.

Abstentions: Jean S.

Motion Carried

Committee Reports:

Recruitment and Retention: MaryAnn V. reported the Parade of Lights appeared to be a success even though there was a conflict of dates with other towns.

Old Business:

Constitution and By-Law Changes:

Caralee R. made a motion to change Article VIII of the Constitution by removing "and that the proposed amendment is posted on the department website at least 10 days prior to the meeting." Seconded by Mike P. Voting yes: Pete B., Jim C., John C., Eric E. Alan G., Joe G., Gary H., Rob K., Audra P., Mike P., Gwen P., Caralee R., Jim S., Ed T. and MaryAnn V.

Abstentions: Jean S., Alexis S., Josh Kao. and Tom F.

Motion Carried

Article VIII of the Constitution will now read:

ARTICLE VIII: AMENDMENTS The Constitution 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.

Eric E. made a motion to add the classification of Technical Member under Section 4, Others Members, of the Constitution. Seconded by Jim S. Voting Yes: Eric E., Mike P., Gwen P., Jean S., and MaryAnn V.

Voting No: Jim C., John C., Tom F., Alan G., Joe G., Gary H., Rob K., Audra P., Caralee R., Jim S., Alexis S., and Ed T.

Abstentions: Pete B., and Josh Kao.

Motion Failed

Additional proposed changes relating to the technical member classification to the By-Laws are now not applicable and will not be voted on because the technical member motion failed.

Eric E. made a motion that a member may not be elected to more than one (1) office at the same time. Seconded by Rob K. Voting Yes: Eric E., Gwen P., and Jean S.

Voting No: Jim C., Alan G., Joe G., Rob K., Audra P., Mike P., Caralee R., Jim S.

Abstentions: Pete B., John C., Tom F., Gary H., Josh Kao, Alexis S., and Ed T. and MaryAnn V.

Motion Failed

Nominating Committee: The nominating committee "shall be elected in October" and because it was not it may not be done now. In January election nominations will all come from the floor.

Back Building: Caralee R. reported contracts were received from our lawyer and being reviewed by the Executive Committee as well as work was proceeding in the back building as scheduled.

Grants: Eric E. reported the airpicks should be delivered this week.

Christmas Party: Caralee R. made a motion to spend up to \$600 for the department Christmas Party. Seconded by Mike P. Voting yes: Pete B., Jim C., John C., Eric E., Tom F., Alan G., Joe G., Gary H., Rob K., Josh Kao, Audra P., Mike P., Gwen P., Caralee R., Jim S., Alexis S., Ed T. and MaryAnn V.

Abstentions: Jean S.

Motion Carried

Birch Hill Recovery - Tabled until next meeting.

New Business:

Ice Watch: John C. made a motion to spend up to \$300 for the Ice Watch. Seconded by Gwen P. Voting yes: Pete B., Jim C., John C., Eric E., Alan G., Joe G., Gary H., Rob K., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Alexis S., Ed T. and MaryAnn V.

Abstentions: Jean S.

Motion Carried

John R. reported on the Aiken Fund and financial projections toward if we do look into purchasing an ambulance in 2018.

The 2018 Budget was discussed. More budget workshops will be notified by email. Profit & Loss reports will be distributed quarterly.

The 2018 Slate could not be presented. Nominations will be off the floor at the annual meeting in January.

Warning of Expenditures:

Eric E. warned for possible additional SCBA equipment upgrades and any other related items.

John C. warned for Ice Watch expenditures

Meeting adjourned at 2224 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.



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

November 06, 2017 Kent Firehouse Meeting Room 1930 hours

Chair : President Bonnie Donzella

Secretary : Caralee Rochovansky

Members In Attendance : Jim Canning, John Christen,, Bonnie Donzella, Eric Epstein, Alan Gawel, Scott Harvey, Wendy Harvey, Gary Hock, Rob Kennedy,, Mike Petrone, Gwen Price, Caralee Rochovansky,, Jim Shaw, Wendell Soule, Jean Speck, Rebecca Trautman, Ed Tuz and MaryAnn VanValkenburg

Auxiliary Members in Attendance: None

Guests in Attendance: Joshua Kao

Quorum Present

Call to Order: 1938 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to approve the October 02, 2017 monthly meeting minutes as distributed. Seconded by Mike P. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

Mike P. made a motion to approve the October 30, 2017 special monthly meeting minutes as distributed. Seconded by Gwen P. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Rebecca T., Ed T. and MaryAnn V.
Abstentions: Jean S.
Motion Carried

Public Comment: Rebecca T. made a motion to move the tree planting from Old Business to after Correspondence. Seconded by Alan G. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

Bonnie D. reported on the two trophies won at the Millerton Parade and were recently delivered to us by Millerton.

Caralee R. asked that whomever took the 3 large, unopened bags of candy from the black cauldron after Halloween night to please return them to the firehouse.

Correspondence: The secretary read the correspondence. Two invitations to Parade of Lights from Millerton and Putnam Lake. Caralee R. read two letters of thanks.

Eric E. made a motion to accept the donation of the 2 young trees to be planted in the grassy area between our gravel parking area and Swift Lane.. Seconded by MaryAnn V. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

Membership: John C. made a motion to approve Chris Munson as a full member. Seconded by Alan G. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., Ed T. and MaryAnn V.
Motion Carried

Discussion of prospective member Joshua Kao. Consensus was to have a record check done with just name and date of birth to satisfy our by-laws.

Treasurer's Report: Caralee gave the Treasurer's report.

Rebecca T. made a motion to approve the Treasurer's report and pay the bills as read.

Seconded by Jim C. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G. Scott H., Wendy H., Gary H., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Rebecca T., Ed T. and MaryAnn V.

Abstentions: Jean S.

Motion Carried

Officer's Reports:

Chief: Alan G. reported on his plans to follow Eric's capital plan with the town. Wendell S. reviewed the calls.

Ambulance Chief: Mike P. suggested we invest in air bags for MVA rescues following the mutual aid call in Cornwall where air bags made such a huge difference. Alan G. stated Tim L. also feels we need to add to our cribbing. Ambulance 2 parts are not in yet so it remains at the repair shop and out of service.

Mike P. reported 30 calls for October, 314 calls year to date and recommended everyone attend the ambulance meeting on the 13th when training would be on the opioid crisis.

Asst. Chief: Gary H. reported the Tower ladder test, which gets done every 5 years, will be done next week.

Appointed Positions Reports:

Quartermaster: Eddie T. reported he will be notifying everyone that he will be conducting gear checks in the near future.

Committee Reports:

Recruitment and Retention: MaryAnn V., Eric E. and Jean S. are working on a survey for members.

Old Business:

Back Building: Confidentiality and contracts were discussed briefly. Caralee R. reported contracts were being drawn up by Atty. Andrea Asman.

Parade of Light/Stuff A Truck: Alan G. made a motion to table expenses of Parade of Lights until after Finance Policy. Seconded by Mike P. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G. Scott H., Wendy H., Gary H., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., Ed T. and MaryAnn V.

Motion Carried

Nominating Committee: Bonnie D. asked for volunteers to make up the nominating committee. No one volunteered.

Firefighters Assistance Grant and possible SCBA Upgrades: Eric announced that we would be receiving 16 airpicks, 16 masks, 32 45 minute bottles, a Scott air pack tracker and charger. Northville and Warren share in this grant and our portion of the funding totals \$4,797.04.

Eric E. made a motion to approve the 5% grant matching funds payable to Northville Fire Department in the amount of \$4,797.04. Seconded by Alan G. Voting yes: Jim C., John C., Bonnie D. Eric E. Alan G. Scott H., Wendy H., Gary H., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Rebecca T., Ed T. and MaryAnn V. Abstentions: Jean S.

Motion Carried

New Business:

Alan G. made a motion to purchase 25 finger pulse oximeters not to exceed \$500.00.

Seconded by Mike P. Voting yes: Bonnie D. Eric E. Alan G. Scott H., Wendy H., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Rebecca T., Ed T. and MaryAnn V.

Voting No: Jim C., Jean S.

Abstentions: John C., Gary H.

Motion Carried

Alan G. made a motion to set aside Category III of the department Finance Policy for the Parade of Lights and Back Building Restoration Budget expenditure votes. Seconded by

Mary Ann V. Voting yes: Jim C., Bonnie D. Alan G. Scott H., Wendy H., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Ed T. and MaryAnn V.

Voting No: Eric and Jean S.

Abstentions: John C.

Motion Carried

Mary Ann V. made a motion to spend up to \$1,000 on the Parade of Lights. Seconded by

Alan G. Voting Yes: Bonnie D. Alan G. Scott H., Wendy H., Rob K., Mike P., Jim S., Wendell S., Ed T. and MaryAnn V.

Voting No: Eric E., Gary H., Caralee R.,

Abstentions: Jim C. John C. Gwen P. Jean S.

Motion Carried

Mike P. made a motion to authorize the Executive Committee to use the back building rental account to pay for the restoration of the back building, not to exceed \$50,843.00. Seconded

by Wendell S. Voting Yes: Jim C., Bonnie D. Alan G. Scott H., Wendy H., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., and Ed T.

Voting No: John C., Eric E., Gary H., Jean S., and MaryAnn V.

Motion Carried

Constitution and By-Law: Discussion of changes were introduced in October to vote upon at the December meeting. Changes submitted for the December vote are attached at the end of the minutes.

Birch Hill Recovery Center: Discussion of meeting. Eric E. suggested a committee be formed.

Ambulance Search Committee: Bonnie D. will send out an email for this as well.

Eric made a motion to remove the flag from Engine 2 grille until it can be discussed with the membership. Seconded by Jean S. Voting Yes: ---

Voting No: John C., Bonnie D. Eric E. Alan G., Gary H., Rob K., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., and Ed T.

Abstentions: MaryAnn V.

Motion Failed

WARNINGS:

Eric E. warned for possible additional SCBA equipment upgrades and any other related items.

Bonnie D. warned for \$600 for a Christmas Party

Jim C. warned for Medic 4 reimbursement to Town

Alan G. warned for replacement and/or additional cribbing

Meeting adjourned at 2223 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.

Proposed Change to the KVFD Constitution:

Currently reads:

ARTICLE VIII: AMENDMENTS

The Constitution 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 proposed amendment is posted on the Department web site at least ten days prior to the meeting.

Would like to strike:

ARTICLE VIII: AMENDMENTS

The Constitution 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 proposed amendment is posted on the Department web site at least ten days prior to the meeting.~~

So it would read:

ARTICLE VIII: AMENDMENTS

The Constitution 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.

Proposed at the October 02, 2017 meeting by Caralee Rochovansky

CONSTITUTION

ARTICLE III: MEMBERSHIP

Section 4: Other members

Change to *Section 5: Other: Members*

Section 4: Honorary Members

Change to - *Section 6: Honorary Members*

Section 4: Technical Members A technical member is an active member that serves the department in a non-emergency capacity. Technical positions are created on an as needed basis (photographer, public information officer, administrative functions, etc.) and requirements of the task will be outlined in a specific job description as set forth by department policy. These members must be 18 years old and pay annual dues. A technical member is a member in good standing, having all rights and privileges including, but not limited to , permits and insurance except that such member cannot respond to emergency calls. These members are eligible to run for the administrative positions of Secretary or Treasurer after completion of their probationary period, and eligible to run for President after 5 years of membership.

A technical member is required to attend six (6) monthly meeting in a calendar year during their probationary period, and six (6) monthly meetings in a calendar year to remain a member of the department. The Executive Committee shall include technical members in their annual review. A technical member who fails to meet the annual requirements and no special circumstances exist, will be dismissed by the Executive Committee as a technical member and a letter to this effect will be sent by the Executive Committee to the member.

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 person applying to become a technical member shall submit an application to the Secretary accompanied by an initiation fee of \$10.00

ARTICLE III: DUTIES OF OFFICERS

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, *technical members*, active auxiliary members, and active junior members and those members who are inactive.

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. ***One individual may not be elected to more than one (1) office at the same time.***

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 that he/she is able to operate all Department equipment, licensed to drive and operate all Department trucks (see SOP 2-5). 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 ***or technical*** member.

Section 4:

A technical member is eligible to hold the administrative offices of President, Secretary or Treasurer.



Kent Volunteer Fire Department, Inc.

Special Monthly Meeting Minutes

For the purpose of discussing expenditures associated with rental of the back building

October 30, 2017 Kent Firehouse Meeting Room 1930 hours

Chair : President Bonnie Donzella

Secretary : Caralee Rochovansky

Members In Attendance : Jim Canning, John Christen, Bonnie Donzella, Eric Epstein, Alan Gawel, Chris Munson, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Jim Shaw, Wendell Soule, Ed Tuz and MaryAnn VanValkenburg

Auxiliary Members in Attendance: None

Guests in Attendance: None

Quorum Present

Call to Order: 1946 hours

Pledge of Allegiance

The Back Building Contract Committee, Jim C., Bonnie D., and Caralee R., presented a budget for the restoration of the back building spaces to facilitate the imminent rental of the spaces.

Lengthy discussion.

Jim S. made a motion that those present at tonight's meeting recommend that the membership adopt the Back Building Restoration Budget, as presented tonight, at the November regular monthly meeting. Amended to include a 10% contingency line item.

Seconded by Alan G. Voting yes: Jim C., Bonnie D., Alan G., Chris M., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Ed T., and MaryAnn V.

Voting No: Eric E., John C.

Motion Carried

Jim S. thanked the committee for all of the work they have been doing.

Meeting adjourned at 2100 hours by the President.

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.



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

September 05, 2017 Kent Firehouse Meeting Room 1930 hours

Chair : President Bonnie Donzella

Secretary : Caralee Rochovansky

Members In Attendance : Bonnie Donzella, Eric Epstein, Alan Gawel, Gary Hock, Tim Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Wendell Soule, Jean Speck, Rebecca Trautman, and MaryAnn 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 approve the August 07, 2017 Meeting minutes as distributed. Seconded by Mike P. Voting yes: Bonnie D., Eric E., Alan G., Audra P., Mike P., Gwen P., Caralee R., John R., Wendell S., Jean S., Rebecca T. and MaryAnn V
Motion Carried

Public Comment: None

Correspondence: None

Membership: None

Treasurer's Report: Caralee read the bills.

Tim L. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Rebecca T. Voting yes: Bonnie D., Eric E., Alan G., Audra P., Mike P., Gwen P., Caralee R., John R., Wendell S., Rebecca T. and MaryAnn V

Abstentions: Jean S.

Motion Carried

The new credit card initiative was explained and discussed. Membership agreed a new policy should be drawn up to cover the new credit card system usage.

Officer's Reports:

Chief: Alan G. reported Warren would be borrowing our gator, Sherman was offering the RIT class free to Kent volunteers, revisiting safety vests for membership, working with South Kent School's Drone Club offering help at fires and searches using their drones, and review of the fire calls for the month.

Asst. Chief: Gary H. reported Engine 2 should be back next week.

Asst. Chief: Goshen Dive Team is still looking for divers. Contact Goshen if you're interested.

Ambulance Chief: Mike P. stated he would be getting a quote for the 2nd Lucas device.

Appointed Positions Reports:

Communications: Tim L. reported that Eversource has now begun looking into our coverage issues in town.

Juniors: Anyone wishing to become a Senior Advisor for the Juniors program should contact Bonnie D.

Committee Reports:

Santa's Express: Gwen P. presented the 2017 Santa's Express budget and reminded all that the program would be held on December 9th.

Caralee R. made a motion to accept the Santa's Express budget of \$250.00. Seconded by Tim L. Voting yes: Bonnie D., Eric E., Alan G., Gary H., Audra P., Mike P., Gwen P., Caralee R., Wendell S., Rebecca T. and MaryAnn V. Abstentions: Jean S.
Motion Carried

Recruitment & Retention: MaryAnn V. discussed the need for more recruitment initiatives utilizing the department website, the Town's Newsletter and our facebook page. Facebook page will begin having safety tips for the public. The committee is open to all ideas and will be holding mini meetings to brainstorm in the future.

Old Business:

Rear Building: The contract committee reported substantial headway in the lease negotiations for the now empty space in the back building.

2018 Budget: Bonnie D. reported a 2018 Budget Workshop on Tuesday, September 19th at 7:30 pm.

Golf Tournament: The committee is ready. Anyone wishing to help may contact Scott Harvey.

Firefighters Assistance Grant: Eric E. reported on the progress of the grant for the air packs. Eric E. made a motion to recommend to the department, pending a favorable demonstration on Thursday, that we purchase the Scott Safety X3 model 4500 PSI self-contained breathing apparatus with 45 minute bottles, dual quick connect buddy breather (EBBS), and a quick connect regulator with additional accessories to be selected in the future. Seconded by Tim L. Voting yes: Bonnie D., Eric E., Alan G., Gary H., Audra P., Mike P., Gwen P., Caralee R., Wendell S., Rebecca T. and MaryAnn V. Abstentions: Jean S.
Motion Carried

Birch Hill Recovery Center: Discussion of the upcoming meeting.

New Business:

Member License Reinstatement Fee: Tabled

Kent Presents Grant: Alan G. reported we have been requested by the Kent Presents grant committee to tell them what we specifically intend to do with any grant given to us.

Alan G. made a motion that we request Kent Presents Grant funds for purchasing personal CO meters. Seconded by Rebecca T. Voting yes: Bonnie D., Eric E., Alan G., Gary H., Audra P., Mike P., Gwen P., Caralee R., Wendell S., R Jean S., Rebecca T. and MaryAnn V.
Motion Carried

WARNINGS: MaryAnn V. warned for Recruitment and Retention project funds.
Eric E. warned for Grant Matching Funds and possible additional SCBA Upgrades and any other related items.
Tim L. warned for expenses for Fire Prevention Week.

Tim L. made a motion to adjourn the meeting at 2153 hours. Seconded by Gwen P. Voting yes: Bonnie D., Eric E., Alan G., Gary H., Audra P., Mike P., Gwen P., Caralee R., Wendell S., Jean S., Rebecca T. and MaryAnn V.
Motion Carried

Meeting adjourned at 2153 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.



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

August 08, 2017 Kent Firehouse Meeting Room 1930 hours

Chair : President Bonnie Donzella

Secretary : Caralee Rochovansky

Members In Attendance : John Christen, Bonnie Donzella, Eric Epstein, Alan Gawel, Rob Kennedy, Tim Limbos, Chris Munson, Gwen Price, Caralee Rochovansky, Jim Shaw, Wendell Soule, Jean Speck, Rebecca Trautma,
Auxiliary Members in Attendance: Susie Rundall
Guests in Attendance: John Grant

Quorum Present.

Call to Order: 1936 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to approve the July 10, 2017 Special Meeting minutes as distributed. Seconded by Tim L. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Wendell S. and Rebecca T. Abstentions: Jean S.
Motion Carried

Public Comment: Gwen P. reported that the Santa Express will be held on December 9th this year and she will present the budget at the next meeting.

Alan G. made a motion to add regional fit testing machine to the agenda under New Business. Seconded by Caralee R. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., Wendell S. and Rebecca T.
Motion Approved Unanimously

Eric E. made a motion to add Assistance to FireFighters Grant and 46 Maple Street proposal to the agenda under New Business. Seconded by Alan G. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., Wendell S. and Rebecca T.
Motion Approved Unanimously

Correspondence: Caralee R. stated the department received a \$5,000.00 anonymous donation for the Lucas device and thanked Susie Rundall, John Grant and the RTC for their fundraisers efforts in support of the Lucas CPR Device, announcing we are just shy of the needed funds for its purchase as we now had \$12,100.00 toward the purchase of the Lucas CPR device for the second ambulance.
Caralee R. also read a letter from a resident thanking the firemen for their quick response.

Membership: None

Treasurer's Report: Caralee gave a financial report on the Ball. Caralee R. reported on department finances, read the bills.

Tim L. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Rebecca T. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Wendell S. and Rebecca T.
Abstentions: Jean S..

Motion Carried

Officer's Reports:

Chief: Alan G. reported on Eversource discussing the possibility of using the gravel parking lot for staging during weather events. Discussions continue in September. Goshen Dive Team is opening positions to other departments to join their team. Contact Goshen if you're interested. Alan also reminded the membership about the busy month of October when the Gibson Girls event will take place in Kent. Alan G. reported the Kent Presents dinner held here at the firehouse was regarded as a success by the organizers. Alan G. reviewed the fire calls.

Captains: Tim L. reported on the Spotted Dog location software.

Tim L. made a motion to purchase a double wheel jack for the gator, not to exceed \$50.00.

Seconded by Alan G. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Wendell S. and Rebecca T. Abstentions: Jean S.

Motion Carried

Appointed Positions Reports: None

Committee Reports:

Communications: Tim L. made a motion to purchase 2 TV mounts not to exceed \$100.00.

Seconded by John C. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Wendell S. and Rebecca T. Abstentions: Jean S.

Motion Carried

Tim L. also reported that the siren is out of service and that the serviceman reported it was an electrical issue, perhaps the timer. Tim L. also reported that LCD came out to town and found a definite problem with radio reception in the center of town and is researching how to fix the problem.

Ball: Jean S. reported on the success of the Ball and that next year's ball will be held on June 9th.

Old Business:

Rear Building: Alan G. made a motion to go into executive session at 2054 hours to discuss the back building. Seconded by Tim L. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., Wendell S. and Rebecca T.

Motion Approved Unanimously

Tim L. made a motion to exit executive session at 2137 hours. Seconded by John C. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., Wendell S. and Rebecca T.

Motion Approved Unanimously

Eric E. made a motion to have the back building committee look into implementing the services of a property management company to manage the back building in the future.

Seconded by Tim L. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., Wendell S. and Rebecca T.

Motion Approved Unanimously

Bonnie D. reported there will be a 2018 Budget Workshop on Monday, August 14 at 7 pm.

New Business:

Tower 1 Ropes Rescue Gear - John R. asked that this be removed from New Business indefinitely.

Caralee R. presented the Golf Tournament budget for Chairperson, Scott Harvey. Lengthy discussion.

Caralee R. made a motion to accept the Golf Tournament Budget as presented. Seconded by John C. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Caralee R., Jim S., Wendell S. and Rebecca T.
Abstentions: Gwen P., Jean S.
Motion Carried

Alan G. made a motion to pay for Norton Virus Protection. Seconded by Tim L. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., Wendell S. and Rebecca T.
Motion Approved Unanimously

Eric E. reported on the Firefighter's Assistance Grant of which we are partial recipients. The Grant was initiated and submitted as a regional grant with Kent, Warren and Northville, who took the lead with the paperwork. For the past 2 year it was submitted and failed. This year the grant was approved by FEMA and we will share in the total \$320,000 +/- grant by getting 16 airpacks to replace some of the nearly out of date packs and bottles we currently own. Northville will get 22 and Warren will get 12.

Eric E. made a motion to spend \$50.00 payable to Northville for the group purchase of a gift certificate for David Golinbach (sp?) who was instrumental in assisting with writing the airpack grant. Seconded by John C.
Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Wendell S. and Rebecca T.
Abstentions: Jean S..
Motion Carried

Alan G. made a motion to pay up to \$1,500.00 for the regional fit testing machine. Seconded by Jim S. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., and Wendell S.
Abstentions: Jean S..
Motion Carried

Eric E. reported on the 46 Maple Street / Birch Hill Recovery Center, LLC project. Eric E. made a motion to have KVFD draft a letter to deliver to Kent Planning and Zoning Commision regarding how the Birch Hill Recovery Center's plans to operate a drug and alcohol rehabilitation facility at 46 Maple Street may overtax the EMS service having a serious negative impact on the EMS system in the Town of Kent. Seconded by Tim L. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., and Wendell S.
Motion Approved Unanimously

WARNINGS: Eric E. warned for Grant Matching Funds and possible additional SCBA Upgrades.

Jean S. reported that she and Mike P. worked on and have sent in the required draft EMS plan to OEMS.

John C. made a motion to adjourn the meeting. Seconded by Caralee R. Voting yes: John C., Bonnie D., Eric E., Alan G., Rob K., Tim L. Chris M., Gwen P., Caralee R., Jim S., Jean S., and Wendell S.
Motion Approved Unanimously

Meeting adjourned at 2247 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.*



Kent Volunteer Fire Department, Inc.

Special Regular Monthly Meeting Minutes

(For the purpose of conducting the regular monthly business of the department)

July 10, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: President Bonnie Donzella

Secretary: Caralee Rochovansky

Members In Attendance : Jim Canning, John Christen, Louis Dingee, Bonnie Donzella, Alan Gawel, Gary Hock, Rob Kennedy, Caralee Rochovansky, John Russell, Jim Shaw, Wendell Soule, Jean Speck, Rebecca Trautman, and Ed Tuz

Auxiliary Members in Attendance: Susie Rundall

Guests in Attendance: None

Quorum Present.

Call to Order: 1941 hours

Pledge of Allegiance

A minute of silence was held in honor of Veteran Member, Auda (Buck) Buchanan, who recently passed away.

Minutes: Jean S. requested that a correction be made to the public comment of the June 05th minutes. Jean S. requested that a correction be made to the public comment of the June 5th minutes by the removal of the reference to emotion in the word "passionately" and to add the following direct quote, "I witnessed a member driving south on Main Street and was asked by members of the public why the person was driving so fast." Gary H. added that his warning of the gas meters at the last meeting did not get reported in the minutes requesting this month's minutes report the correction. Alan G. made a motion to accept the June 05, 2017 minutes with the aforementioned corrections. Seconded by John C. Voting yes: Jim C., John C., Bonnie D., Alan G., Gary H., Rob K., Caralee R., John R., Jim S., Wendell S., Jean S., Rebecca T., and Ed T. Motion Approved Unanimously

Public Comment: John C. reported they would be leaving for the Canaan Parade at 4:15 on Saturday.

Correspondence: Secretary read a letter from a resident thanking the ambulance crew for their care.

Membership: Bonnie presented awards to the three members who missed the Awards Dinner. John R. was awarded Firefighter of the Year, Dan K. was awarded EMS Provider of the Year and Caralee R. was awarded pins for Top EMS Responder and the 100 Call Club.

Treasurer's Report: Caralee R. reported on department finances, read the bills. Rebecca T. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Gary H. Voting yes: Jim C., John C., Bonnie D., Alan G., Gary H., Rob K., Caralee R., Jim S., Wendell S., Rebecca T., and Ed T. Abstentions: Jean S. and John R. Motion Carried

Officer's Reports:

Chief: Alan reviewed the fire calls. Alan G. also reported on the Kent Hollow Road Detour, the River Road gate now being locked due to recent trash, a resident donating a car for training, adjustments to the insurance policies for removal of the white KME we sold some time ago and the old Watertown Kent 5 we just sold, as well as the addition to the insurance of the gator and the oil tanks in the back building, and finally the Alarms and which trucks and companies will be responding to each.

Asst. Chief: Gary H. reported the walk through of the KF Brewery, that all the inspections have been completed for fire extinguishers, ladders, hose and the air compressor.

Captains: Tim L. reported that the recent river drill found limited access loading points for the Zodiac with the best access being the end of the field by the sewer plant on Schaghticoke Road and the best place to transfer patients would be Hagley's on the East side of the river. Tim L. reported it was a good drill.

Appointed Positions Reports: None**Committee Reports:**

Ball: The Ball Committee was thanked for its work in providing a fun fundraising event.

Fall Fund Letter Campaign: Rebecca T. presented a budget of \$1,700.00. Rebecca T. made a motion to approve the Fall Fund Letter Campaign budget as presented. Seconded by Jim C.

Voting yes: Jim C., John C., Bonnie D., Alan G., Gary H., Rob K., Caralee R., John R., Jim S., Wendell S., Rebecca T., and Ed T. Abstentions: Jean S.

Motion Carried

Old Business:

Rear Building: Alan G. reported on the progress of the back building tenant eviction.

Jim C. made a motion to authorize the Fire Chief to proceed with collection of monies owed the Department by back building tenant, Peter Woytuk. Seconded by Rebecca T.

Voting yes: Jim C., John C., Bonnie D., Alan G., Gary H., Rob K., Caralee R., John R., Jim S., Wendell S., Rebecca T., and Ed T. Abstentions: Jean S.

Motion Carried

New Business:

Tower 1 Ropes Rescue Gear - John R. asked that this be removed as he did not have the figures as yet.

Alan G. made a motion to spend up to \$5,500 for the purchase of 2 MSA Altair 4 Gas Meters, to include charging station and a calibration unit, as well as 2 CO meters for the ambulances if funds allow. Seconded by Caralee R.

Voting yes: Jim C., John C., Louis D., Bonnie D., Alan G., Gary H., Rob K., Caralee R., John R., Jim S., Wendell S., Rebecca T., and Ed T. Abstentions: Jean S.

Motion Carried

Caralee R. made a motion to spend up to \$200.00 to pay for the proposed sewer line camera fee. Seconded by Alan G.

Voting yes: Jim C., John C., Louis D., Bonnie D., Alan G., Gary H., Rob K., Caralee R., John R., Jim S., Wendell S., Rebecca T., and Ed T. Abstentions: Jean S.

Motion Carried

WARNINGS: Jim C. warned for \$175.00 for renewal of computer virus protection

Ed T. warned for up to \$300.00 for a helmet name tag, and parade shoes replacement.

Alan G. warned for undetermined amount for KVFD contribution to the fit testing machine

Gary H. warned for an undetermined amount for a web based location service.

Meeting adjourned at 2122 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.*



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

July 03, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: Chief Alan Gawel

Secretary: Caralee Rochovansky

Members In Attendance : Jim Canning, Alan Gawel, Gary Hock, Tim Limbos, Caralee Rochovansky, John Russell, Jean Speck, Alexis Swagemaker, and Rebecca Trautman

Auxiliary Members in Attendance: Susie Rundall

Guests in Attendance: None

Quorum Not Present

Meeting canceled due to lack of a quorum: 1948 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.



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

June 05, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: President Bonnie Donzella

Secretary: Caralee Rochovansky

Members In Attendance : Jim Canning, John Christen, Bonnie Donzella, Louis Dingee, Sean Dingee, Eric Epstein, Alan Gawel, Scott Harvey, Gary Hock, Dan Kabasakalian, Josh Kragh, Tim Limbos, Chris Munson, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jim Shaw, Wendell Soule, Jean Speck, Alexis Swagemaker, Rebecca Trautman, and Mary Ann VanValkenburg.
Auxiliary Members in Attendance: Susie Rundall
Guests in Attendance: John Grant

Quorum Present.

Call to Order: 1934 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to accept the May 01, 2017 minutes as distributed.

Seconded by Mike P. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S., and Rebecca T.

Abstentions: Mary Ann V.

Motion Carried

Public Comment: Jean S. and Mary Ann V. both spoke passionately about how members driving to emergency calls must use due caution and common sense, requesting that the secretary reflect their request in the minutes.

Correspondence: Bridgewater Parade notice

Membership: None

Treasurer's Report: Caralee R. reported on department finances, read the bills and provided a mid year budget versus actual report. Jim C. made a motion to accept the Treasurer's report and pay the bills as read. **Seconded by Gwen P.** Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Alexis S., Rebecca T. and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Officer's Reports:

Chief: Alan G. reported 20 calls since the last monthly meeting. Alan reviewed the calls, including the Schaughticoke Mountain forest fire, the Marvelwood propane tank call, several MVAs, smoke investigations, trees down and lost hikers. Lengthy discussions.

Ambulance Chief: Mike P. reported there were 34 calls last month.

Appointed Positions Reports:

Communications: Tim L. reported on completing alarm assignments.

Juniors: Bonnie reported she would be stepping down as the Juniors Senior Advisor and to contact her if you'd like to take on the challenge in the fall.

Committee Reports:

Golf Tournament: Scott H. reminded the department the golf tournament will be held on September 11th this year and he is currently preparing to send out emails for sponsorships.

Ball: Jean S. reported on the upcoming Ball. Unsure of the weather, the proposed tent and it's placement are still to be decided. The committee asks that members sign up on the jobs list. Jobs include bay cleaning table set up on Friday, on Saturday, parking, servers, raffle table, some clean up and break down and restoring fire house to normal on Sunday.

Old Business:

Spaghetti Dinner: Susie R., Scott H. and John Grant of the Republican Town Committee presented a check to the Ambulance Chief, Mike P., announcing that the fund raising efforts, highlighted by the Spaghetti Dinner as well as the donations that have been pouring into the department for the Lucas CPR Device now total \$7,000. Approximately half way there, donations are still being accepted for the Lucas Device and the RTC plans other fundraising events this year to continue their efforts to raise more money for its purchase.

Rear Building: Alan G. made a motion to enter into executive session at 2103 hours to discuss the rear building rentals. Seconded by Mike P. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Wendell S., Alexis S. and Mary Ann V.

Motion Approved Unanimously

Tim L. made a motion to exit executive session at 2145 hours. Seconded by Mike P. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Wendell S., Alexis S. and Mary Ann V.

Motion Approved Unanimously

John R. made a motion to empower the Fire Chief to negotiate eviction terms with our current back building tenant or proceed to trial for eviction. Seconded by Gary H. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Wendell S., Alexis S. and Mary Ann V.

Motion Approved Unanimously

Sale of Engine 5: John C. made a motion to sell Engine 5 to Club Getaway for \$5,500 and the proceeds to be used for new gas meters. Seconded by Mike P. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., and Alexis S.

Abstentions: Jean S. and Mary Ann V.

Motion Carried

Proposed Constitution Changes: Eric E. made a motion to add "An auxiliary member shall be ineligible for any office, with the exception of Secretary and Treasurer, has no vote, pays no dues and cannot respond to emergency calls. Any auxiliary member serving on the Executive Committee shall have the right to vote at all meetings. For an auxiliary member to hold office, they must have been a department member for at least one year." to Article III, Section 4 of the Constitution. Seconded by Mike P. Voting yes: Jim C., Bonnie D., Sean D., Eric E., Dan K., Mike P., Caralee R., John R., and Jim S.

Voting no: John C., Alan G., Scott H., Gary H., Tim L., Chris M., Audra P., Gwen P., Wendell S., Jean S. and Alexis S.

Abstentions: Mary Ann V.

Motion Failed

Alexis S. made a motion to add Assistant Ambulance Chief to Article V, Section 1 of the Constitution. Seconded by Gwen P. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S. and Mary Ann V.

Eric E. made a motion to add to serve as Lieutenant, and be Department certified to operate all current department equipment, and licensed to drive/operate all department trucks. (see SOP 2-5 and SOP 2-9). and delete effective January 2014. from Article IV: Section 2: of the Constitution. Seconded by Jim S.

Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S. and Mary Ann V.

Voting no: Alexis S.

Motion Carried

Eric E. made a motion to change Article XI of the By-Laws. If a probationary member fails to attend the requested meeting after three months and no extenuating circumstances exist, the Executive Committee can: 1. Qualify the probationary member as a full member if he/she has met the necessary requirements, or 2. or extend the probationary period by 6 months retroactive to the date of the original date request. Seconded by John R.

Following discussion Eric E withdrew his motion and John R. withdrew his second.

Member decals:

Tim L. made a motion to split the decals with 50% having the Star of Life and 50% not having the Star of Life. Seconded by John C. Voting yes: Jim S. Voting no: Eric E., Alan G., Scott H., Audra P., Mike P., Gwen P., Caralee R., Wendell S., Jean S. and Mary Ann V.

Abstentions: John C., Gary H., John R. and Alexis S.

Motion Failed

New Business:

Following discussion it was agreed to leave the *Ball Member Ticket Policy* as it stands.

Tim L made a motion to spend no more than \$100 on a Motorola CDM for Engine 1.

Seconded by Alan G. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S. and Mary Ann V.

Abstentions: Jean S. and Alexis S.

Motion Carried

Gary H. made a motion to authorize for up to \$2,000 for miscellaneous repairs on Engine 2 while it's in Albany. Seconded by Alan G. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Alexis S. and Mary Ann V.

Abstentions: Jean S.

Motion Carried

WARNINGS: Alexis S. warned for \$150 for camera search of sewer line.

Tim L. made a motion to adjourn the meeting. Seconded by Bonnie D. Voting yes: Jim C., John C., Bonnie D., Louis D., Sean D., Eric E., Alan G., Scott H., Gary H., Dan K., Josh K., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Wendell S., Jean S., Alexis S. and Mary Ann V.

Motion Carried

Meeting adjourned at 2259 hours.

Respectfully Submitted,

Caralee Rochovansky,

Secretary,

Kent Volunteer Fire Department, Inc.

membership
at a subsequent meeting. Please refer to subsequent meeting minutes for possible corrections
and approval of these minutes.



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

May 01, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: Chief Alan Gawel

Secretary: Caralee Rochovansky

Members In Attendance : Anne Bisenius, Jim Canning, John Christen, Bonnie Donzella, Jordan Donzella, Eric Epstein, Alan Gawel, Gary Hock, Tim Limbos, Chris Munson, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jim Shaw, Jean Speck, Rebecca Trautman, Eddie Tuz, and Mary Ann VanValkenburg.

Auxiliary Members in Attendance: Susie Rundall

Guests in Attendance: None

Quorum Present.

Call to Order: 1931 hours

Pledge of Allegiance

Minutes: Tim L. made a motion to accept the April 03, 2017 minutes as distributed.

Seconded by Mike P. Voting yes: Jim C., Bonnie D., Eric E., Alan G., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Motion Approved Unanimously

Public Comment: None

Correspondence: Caralee R. read a letter of thanks for saving the chapel at South Kent School. Also a letter from Mary Ann V. who thanked everyone who helped with the Everyday Heroes Open House, specifically the Boy Scouts, Randy O'Rourke, Chris Harrington, and Laura Hein as well as all the members. Caralee R. also read two letters of resignation. One from Veronica Limbos and one from John Oviatt.

Membership: Rebecca thanked whomever it was that moved the wine and wafers from the chapel fire. MaryAnn V. found small (children's sized) red shirts in the ambulance barn which she will wash and put out for members.

Tim L. made a motion to allow members to go through all of the pre-2004 turnout gear to pick out anything wanted for themselves or memorabilia and for the department to destroy whatever is left after 1 week from now. Seconded by Gwen P. Voting yes: Anne B., Jim C., Bonnie D., Eric E., Alan G., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Motion Approved Unanimously

John C reported all of the aforementioned gear is now in the old Ambulance Barn.

Treasurer's Report: Caralee R. gave the Treasurer's Report. Caralee R. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Mike P. Voting yes: Jim C., John C. Bonnie D., Eric E., Alan G., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Jim C. made a motion to authorize the Treasurer to issue a check for the payment of Medic 4 revenue from July 1 - Dec. 31 2016, to the Town in an amount not to exceed \$ 5,500. Seconded

by Tim L.

Voting yes: Anne B., Jim C., John C. Bonnie D., Eric E., Alan G., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Officer's Reports:

Chief: Tim L. reviewed the fire calls for the previous month. Alan G. also reported that Wassaic VFD has invited our members to join them on Thursday May 4th at 6:30 PM for a Recognize and Survive lecture by NYFD Lt. Timothy Klett at the Wassaic Firehouse.

Captain: Tim L. reported the SCBA mask washer is out of service and he has contacted the company for repairs.

Ambulance Chief: Mike P. reported there were 31 calls last month, with 24 transports (14 BLS and 10 ALS), 2 mutual aid transports, 2 refusals and 3 No Pt. found. Mike P. met with High Watch to discuss calls. Mike P. also reports that coverage is still needed for some income earning stand bys in the coming weeks.

Engineer: John C. reports the Rescue 8 light tower is again out of service.

Appointed Positions Reports:

Communications: Tim L. reported that tone coverage is still being worked on.

Juniors: Bonnie reported Tim L. will be showing the juniors how to work charged hoses.

Alan G. announced that Rebecca T. has accepted the temporary position of Financial Secretary as that and Quartermaster jobs will be filled at the next EC meeting.

Auxiliary Report: Susie R. reported looking for more members on the auxiliary. Bonnie thanked her for supplying the Everyday Heroes lunch. Recent auxiliary fire support was discussed.

Committee Reports:

Ball: Jean S. reported on the committee's progress as we get ever closer to the Ball. She would like everyone to create a buzz and come to the grand march practice. Mary Ann V read off the jobs list asking for members to sign up for jobs between now and the ball. Jobs include bay cleaning table set up on Friday, on Saturday, parking, servers, raffle table, clean up and break down and restoring fire house to normal on Sunday.

Old Business:

Spaghetti Dinner: Susie R. asked that members attend the spaghetti dinner and that fundraising for the Lucas CPR device has been going well.

Rear Building: Alan G. reported a new notice to quit went out 2 weeks ago and a new eviction notice is being served tomorrow. No other changes to report at this time.

Jim C. made a motion to authorize the Executive Committee to look at potential tenants, provide a letter of intent to rent to a potential tenant and begin to develop a framework for a lease. The Executive Committee will report to the membership on progress on a monthly basis. Seconded by Rebecca T. Voting yes: Anne B., Jim C., John C., Alan G., Gary H., Tim L., Audra P., John R., Rebecca T.

Voting No: Caralee R., Jean S.

Abstentions: Bonnie D., Eric E., Chris M., Gwen P., Eddie T., and Mary Ann V.

Motion Carried

Capital Plan: Jim C. explained the purpose of the Capital Plan. Jim C. made a motion to authorize the Treasurer to open a capital savings account and to make deposits on a regular basis, split equally between infrastructure, EMS equipment and Fire equipment. Seconded by Tim L. Voting yes: Jim C., Mike P. and Caralee R. Voting No: Bonnie D., Eric E., Gwen P., Jean S., and MaryAnn V.

Abstentions: Anne B., John C., Gary H., Tim L., Chris M., Audra P., Jim S., Rebecca T. and Eddie T.

Motion Failed.

Discussion found many members asking that a policy be established showing how the Capital Plan would function.

License Plates/Member decals:

Tim L. made a motion pending approval by the membership of the proof, to purchase 50 license plates at \$7 per plate, 100 member decals, 1 sheet of Veteran stickers and 1 sheet of Auxiliary stickers not to exceed \$800.00. Seconded by Bonnie D. Voting yes: Anne B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Mary Ann V. gave a recap of the Everyday Heroes Open House.

New Business:

Jim S. made a motion to purchase the new furnace as bid by Dean A. for \$4,425.00.

Seconded by Gary H. Voting yes: Anne B., Jim C., Bonnie D., Alan G., Gary H., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Abstentions: John C., Jean S.

Motion Carried

John R. made a motion to spend up to \$650.00 for additional Ice Water and High Angle Rescue Gear. Seconded by Caralee R. Voting yes: Anne B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Tim L. made a motion to spend up to \$125.00 for a TV mount, a Raspberry Pi and a wireless keyboard. Seconded by Caralee R. Voting yes: Anne B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Rebecca T. made a motion to sell Engine 5. Seconded by John C. Voting yes: Anne B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Rebecca T., Eddie T., and Mary Ann V.

Motion Approved Unanimously

John R. made a motion to sell Engine 5 for whatever the market will bear. Seconded by Gary H.

Voting yes: Anne B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Rebecca T., Eddie T., and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Election of President: Alan G. opened nominations for President from the floor. Audra P. nominated Bonnie D. for President. Bonnie D. accepted the nomination. Alan G. closed the nominations. A voice vote was held. Voting yes: Anne B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Tim L., Chris M., Audra P., Mike P., Gwen P., Caralee R., John R., Jim S., Jean S., Rebecca T., Eddie T., and Mary Ann V.

Bonnie D. is elected President unanimously.

WARNINGS: Tim L. warned for a UHF mobile radio for Engine 1
John R. warned for Tower 1 Rope Rescue Gear
Gary H. warned for Engine 2 repairs and gas meters.

Alan G. adjourned the meeting at 2216 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.*



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

April 03, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: President Veronica Limbos

Secretary: Caralee Rochovansky

Members In Attendance : John Christen, Eric Epstein, Alan Gawel, Joe Gawel, Scott Harvey, Wendy Harvey, Gary Hock, Tim Limbos, Veronica Limbos, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Wendell Soule, Jean Speck, Rebecca Trautman, and Mary Ann VanValkenburg.

Auxiliary Members in Attendance: None

Guests in Attendance: None

Quorum Present.

Call to Order: 1933 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to accept the March 06, 2017 minutes as distributed with the following corrections. John Oviatt shall be added to the Members In Attendance and he voted yes to all motions made following his late arrival at 2057 hrs. (before Executive Session entry) to the meeting. Wendell Soule's name was left off the recorded votes. Let the record reflect that Wendell S. voted yes to all the motions at the meeting. Seconded by Audra P. Voting yes: John C., Eric E., Alan G., Joe G., Scott H., Wendy H., Tim L., Veronica L., Audra P., Mike P., Gwen P., Caralee R., Wendell S., Jean S., and Rebecca T.
Motion Approved Unanimously

Public Comment: Jean S. read a flyer she had received in her mail about the future use of the buildings known as The Kent. Discussion about call volume.

Correspondence: Caralee R. went over the current parade invitations.

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: John C., Eric E., Alan G., Joe G., Scott H., Wendy H., Tim L., Veronica L., Audra P., Mike P., Gwen P., Caralee R., John R., Wendell S., Rebecca T. and Mary Ann V.
Abstentions: Jean S.
Motion Carried

Officer's Reports:

Chief: Alan G. reviewed the fire calls for the previous month. Alan G. also reported on the issues and the proposed locking of gates on North Kent Road and River Road. Knox boxes were discussed. Alan G. brought the idea of Assistant Engineers to the membership. Those participating would have a piece of apparatus to keep tabs on. Thanks for those who helped with putting the chains on the trucks for the snowstorm and a visit from Wassaic VFD was noted with interest in renewing old ties.

Captain: Tim L. reported the County Coordinator lists are updated.

Ambulance Chief: Mike P. reported there were 34 calls last month, 109 so far for the year.

President: Veronica announced her appointment of John Christen as Parade Coordinator.

Appointed Positions Reports:

Communications: Tim L. reported that tone coverage is being worked on.

Committee Reports:

Ball: Jean S. reported on the new online tickets sales we will be trying this year, noting it is in the testing stages. More information will be disseminated soon.

Awards Dinner: Veronica L. reminded those planning on attending the dinner on April 8th to begin arriving at 1730 hours.

Recruitment & Retention: MaryAnn reported on the up coming Everyday Heroes on April 23rd, asking members to please attend and support the volunteer recruitment effort.

Old Business:

Rear Building: Gary H. made a motion to enter into executive session at 2017 hours for the purpose of discussing the rear building. Seconded by Tim L. Voting yes: John C., Eric E., Alan G., Joe G., Scott H., Wendy H., Tim L., Veronica L., Audra P., Mike P., Gwen P., Caralee R., John R., Wendell S., Jean S., Rebecca T. and Mary Ann V.

Motion Approved Unanimously

Tim L. made a motion to exit executive session at 2039 hours. Seconded by Gary H. Voting yes: John C., Eric E., Alan G., Joe G., Scott H., Wendy H., Tim L., Veronica L., Audra P., Mike P., Gwen P., Caralee R., John R., Wendell S., Jean S., Rebecca T. and Mary Ann V.

Motion Approved Unanimously

Tim L. asked that License Plates remain tabled as he did not like the pricing he was obtaining and wanted more time to do research.

New Business:

Fire House Generator Service Contract: Discussion

Tim L. made a motion to empower the President to sign a 2 year contract service agreement with Generator Connection for servicing the fire house generator. Seconded by Rebecca T.

Voting yes: John C., Eric E., Alan G., Joe G., Scott H., Wendy H., Tim L., Veronica L., Audra P., Mike P., Gwen P., Caralee R., John R., Wendell S., Rebecca T. and Mary Ann V.

Abstentions: Jean S.

Motion Carried

Spaghetti Dinner: The May 12th spaghetti dinner was discussed.

WARNINGS: TV mount and Raspberry Pi

Ice Water and High Angle Rescue Gear

New Furnace

Eric E. presented proposed Constitution and By-law changes. See attached.

Gary H. made a motion to adjourn the meeting at 2116 hours. Seconded by John C. Voting yes: John C., Eric E., Alan G., Joe G., Scott H., Wendy H., Tim L., Veronica L., Audra P., Mike P., Gwen P., Caralee R., John R., Wendell S., Jean S., Rebecca T. and Mary Ann V.

Motion Approved Unanimously

Meeting was adjourned at 2116 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.

Proposed changes - presented at monthly meeting - 04/03/2017

CONSTITUTION

ARTICLE III: MEMBERSHIP

Section 4: Other 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). **An auxiliary member shall be ineligible for any office, with the exception of Secretary and Treasurer, has no vote, pays no dues and cannot respond to emergency calls. Any auxiliary member serving on the Executive Committee shall have the right to vote at all meetings. For an auxiliary member to hold office, they must have been a department member for at least one year.**

ARTICLE V: EXECUTIVE COMMITTEE

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

ARTICLE IV: OFFICERS

Section 2: To be eligible for **to serve as Lieutenant,** Captain, Assistant Fire chief, or Fire Chief, an individual must have held the previous rank for a minimum of 12 months, effective January 2014, **be Department certified to operate all current department equipment, and licensed to drive/operate all department trucks. (see SOP 2-5 and SOP 2-9).**

BY - LAWS

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. ***If a probationary member fails to attend the requested meeting after three months, and no extenuating circumstances exist, the executive committee can:***

- 1. qualify the probationary member as a full member if he/she has met the necessary requirements, or***
- 2. extend the probationary period by six months retroactive to the date of the original date request.***



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

March 06, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: President Veronica Limbos

Secretary: Caralee Rochovansky

Members In Attendance : John Christen, Sean Dingee, Bonnie Donzella, Jordan Donzella, Eric Epstein, Alan Gawel, Gary Hock,
Veronica Limbos, Gwen Price, Caralee Rochovansky, John Russell, Jim Shaw, Wendell Soule, Jean Speck, Rebecca Trautman, Ed Tuz and Mary Ann VanValkenburg.
Auxiliary Members in Attendance: Susie Rundall
Guests in Attendance: None

Quorum Present.

Call to Order: 1934 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to accept the February 06, 2017 minutes as distributed. Seconded by John C. Voting yes: John C., Bonnie D., Jordan D., Eric E., Alan G., Veronica L., Gwen P., Caralee R., Jim S., Jean S., Rebecca T., Ed T., and Mary Ann V.
Motion Approved Unanimously

Public Comment: Alan G. made a motion to add 'pigtail adapters to the agenda. Seconded by Rebecca T. Voting yes: John C., Bonnie D., Jordan D., Eric E., Alan G., Veronica L., Gwen P., Caralee R., John R., Jim S., Jean S., Rebecca T., Ed T., and Mary Ann V.
Motion Approved Unanimously

Ice Watch Drawing: As we again did not have ice on the river by the February 24th cut off date, a drawing was held and the winning entrant was pulled from all the entries. Congratulations to Crystal Ohmen of Lakeville, Ct. She will split the \$515.00 with the fire department, winning \$257.50. Ice Watch chair, Susie Rundall, will contact the winner.

Correspondence: Caralee R. read thank you letters from Mrs. Rorke and the Kent Library Assoc.

Membership: Alan G. stated will we participate in the statewide fire department open houses event honoring "Everyday Heroes." This will be part of our Recruitment and Retention program and Mary Ann V. has taken on the event with hopes that many members can join the open house on April 23rd at the firehouse. More information will be emailed out in the coming weeks.

Treasurer's Report: Caralee R. gave the Treasurer's Report. Caralee R. made a motion to add \$59.00 to the amount already passed for the Boy Scouts Charter payment for last year. Seconded by Rebecca T. Lengthy discussion. Voting yes: John C., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Caralee R., John R., Jim S., Rebecca T., Ed T., and Mary Ann V. Voting No: Gwen P. Abstentions: Jean S.
Motion Carried

Caralee R. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Gwen P. Voting yes: John C., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Gwen P., Caralee R., John R., Jim S., Rebecca T., Ed T., and Mary Ann V. Abstentions: Jean S.
Motion Carried

Officer's Reports:

Chief: Alan G. reviewed the fire calls for the month of February. Emails will be sent out announcing upcoming training opportunities.

Captains: John R. reported on upcoming training opportunities and will send out emails regarding same.

Appointed Positions Reports:

Quartermaster: John O. reported on the work being done to revamp how we inventory gear and uniforms. John O. also reported that a gear inspection is forthcoming.

Committee Reports:

Recruitment & Retention: MaryAnn thanked those members who have responded to the "Meet-up Monday" program by sending her their bios to be put on the website. She remarked she still needed a couple of photos. MaryAnn also reported that the CPR for the public that she held on February 25th brought in 2 persons and was a success. MaryAnn also suggested that we check out the Facebook page with info on upcoming events.

Technology: Jean S. reported on budget work done by the committee for some new equipment needs for next year's budget.

Ball: Veronica L. reported that Save the Date cards were recently mailed out for the ball.

Awards Dinner: Veronica L. asked those planning on attending the dinner on April 8th please RSVP.

Old Business:

Rear Building: Alan G. made a motion to enter into executive session at 2107 hours for the purpose of discussing the rear building. Seconded by Gary H. Voting yes: John C., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Gwen P., Caralee R., John R., Jean S., Rebecca T., Ed T., and Mary Ann V. Motion Approved Unanimously

Caralee R. made a motion to exit executive session at 2129 hours. Seconded by Gwen P.

Voting yes: John C., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Gwen P., Caralee R., John R., Jean S., Rebecca T., Ed T., and MaryAnn V.

Motion Approved Unanimously

Alan G. made a motion to spend \$239.96 on a desk and chair for the President. Seconded by John C.

Voting yes: John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Caralee R., Ed T.

Abstentions: Gwen P., John R., Jean S., Rebecca T. and Mary Ann V.

Motion Carried

Rebecca T. made a motion to have Tim L. order 100 department plates. Seconded by Bonnie D.

Discussion followed.

Rebecca T. and Bonnie D. withdrew their motion and second.

Bonnie D. made a motion to table the plates and decal discussion until next month. Seconded by John C.

Voting yes: John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Gwen P., Caralee R., John R., Jean S., Rebecca T., Ed T., and Mary Ann V.

Motion Approved Unanimously

Alan G. made a motion to spend up to \$140.00 on electrical twist lock pigtails. Seconded by John C.

Voting yes: John C., Sean D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Caralee R., John R., and Ed T.

Abstentions: Bonnie D., Gwen P., Jean S., Rebecca T. and Mary Ann V.

Motion Carried

New Business:

Rebecca T. made a motion to table the On-duty Dress Code Policy until next month.

Seconded by Bonnie D. Voting yes: John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Gwen P., Caralee R., John R., Jean S., Rebecca T., Ed T., and Mary Ann V.

Motion Approved Unanimously

Warnings: MaryAnn V. warned for expenses associated with the 'Everyday Hero' Open House.

Bonnie D. made a motion to adjourn the meeting at 2148 hours. Seconded by Gwen P.

Voting yes: John C., Sean D., Bonnie D., Jordan D., Eric E., Alan G., Gary H., Veronica L., Gwen P., Caralee R., John R., Jean S., Rebecca T., Ed T., and Mary Ann V.

Motion Approved Unanimously

Meeting was adjourned at 2152 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.



Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

February 06, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: President Veronica Limbos

Secretary: Caralee Rochovansky

Members In Attendance : Jim Canning, John Christen, Bonnie Donzella, Don DeVita, Eric Epstein, Alan Gawel, Gary Hock,

Seth Houck, Dan Kabasakalian, Tim Limbos, Veronica Limbos, Chris Munson, Mike Petrone, Gwen Price, Caralee Rochovansky, John Russell, Jean Speck, Rebecca Trautman, and Mary Ann VanValkenburg.

Auxiliary Members in Attendance: Susie Rundall

Guests in Attendance: None

Quorum Present.

Call to Order: 1930 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to accept the January 03, 2017 minutes as distributed.

Seconded by Don D. Voting yes: Jim C., John C., Bonnie D., Don D., Eric E., Alan G., Gary H., Dan K., Tim L., Veronica L., Chris M., Mike P., Gwen P., Caralee R., John R., Jean S., Rebecca T.,
Abstentions: Seth H., and Mary Ann V.

Motion Approved Unanimously

Public Comment: Alan G. made a motion to add 3 items to the agenda. Grants to New Business, Physicals to New Business and the Ladder SOP 2-9 to Old Business. Seconded by Rebecca T. Voting yes: Jim C., John C., Bonnie D., Don D., Eric E., Alan G., Gary H., Dan K., Tim L., Veronica L., Chris M., Mike P., Gwen P., Caralee R., John R., Jean S., Rebecca T., and MaryAnn V.

Abstentions: Seth H.

Motion Carried

Correspondence: The Secretary noted there were several donations in memory of Ralph and Fran Matson. Caralee R. also read thank you letters from the Pumpkin Run and the Champagne Stroll. Caralee R. reported that Jack Rafferty resigned from the department, that John Lindsey, Cheryl and Jack Kinney all requested they be allowed to change their status to Veteran, and that Amanda Kragh, Jessie Rundall, Max Enis and Jessica Bruen asked to be moved from Active Emergency to Auxiliary.

Bonnie D. made a motion to move John Lindsey, Cheryl Kinney and Jack Kinney to Veteran status. Seconded by John C. Voting yes: Jim C., John C., Bonnie D., Don D., Eric E., Alan G., Gary H., Seth H., Dan K., Tim L., Veronica L., Chris M., Mike P., Gwen P., Caralee R., John R., Jean S., Rebecca T. and Mary Ann V.

Motion Approved Unanimously

Mike P. made a motion to move Amanda Kragh, Jessie Rundall, Max Enis and Jessica Bruen to Auxiliary status. Seconded by Rebecca T. Voting yes: Jim C., John C., Bonnie D., Don D., Eric E., Alan G., Gary H., Seth H., Dan K., Tim L., Veronica L., Chris M., Mike P., Gwen P., Caralee R., John R., Jean S., Rebecca T. and Mary Ann V.

Motion Approved Unanimously

Membership: The President announced the recent status changes following the annual membership review. As per our by-laws, Matt Barksdale, Justin Caroselli, Brian Hunt, Mike Jastremski, Rob Kennedy, Ed Matson, Kathy McCann, Ethan Raskind and Christian Romano were moved from Active Emergency Member status to Non Emergency status. Veronica also reported that per our by-laws, Cindy Barksdale, Chris Fuchs, Mark Hamilton, John Cox, Ryan Forrester, Noelle Osuch, Billy Purcell, Jason Vidal and April Whatley were sent letters of dismissal from the Department.

Treasurer's Report: Caralee R. gave the Treasurer's Report. Caralee R. also reported on finding a way to reduce our water company basic service charge. Tim L. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Gwen P. Voting yes: Jim C., John C., Bonnie D., Don D., Eric E., Alan G., Gary H., Seth H., Dan K., Tim L., Veronica L., Chris M., Miike P., Gwen P., Caralee R., John R., Rebecca T. and Mary Ann V.
Abstentions: Jean S.
Motion Carried

Officer's Reports:

Chief: Alan G. reviewed the calls for the month of January. The Chief appointed Nick Paproski as Training Officer. Alan G. also reported that emails would be coming out soon to invite members to participate in two cold water rescue trainings, one in Burrville, on March 4th and a joint training drill at Lake Waramaug on March 5th. Also noted the upcoming brush fire season and perhaps putting together a course for review. Alan G. reported on possible working with the Civil Air Patrol. More information to follow. Line officers will meet the 23rd Monday of every month.

Communications: Tim L. reported a good first meeting with LCD.

Ambulance Chief: Mike P. reported there were 42 calls in January and that our Lucas Device should be arriving on Friday the 10th. Mike P. also announced the new Ambulance Supply Officer would be Sherm G. Mike P. gave advance notice of the regatta coming in April and May and the need for coverage at the stables for Pony Club in June.

Appointed Positions Reports: The President announced that John C. would be the new Loan Officer and that John O. would be the new Quartermaster.

Auxiliary: Susie R. asked that the Ice Watch signs be put out and noted that area departments asked if we were going to hold another QFO class.

Committee Reports:

Recruitment & Retention: MaryAnn asked if the department members wanted to participate in "Meet-up Monday" by sending her their bios to be put on the website. Member response was tepid.

Awards: Veronica reported the date for the Awards dinner was April 8th.

Old Business:

Rear Building: President noted nothing new to report.

New Business:

Eric E. made a motion to approve SOP 2-9, Ladder Truck Operations, as distributed.

Seconded by Gwen P. Voting yes: Jim C., John C., Eric E., Alan G., Gary H., Seth H., Dan K., Tim L., Veronica L., Chris M., Caralee R., John R., Jean S., and Mary Ann V.

Voting No: Miike P.

Abstentions: Don D., Bonnie D., Gwen P., and Rebecca T.

Motion Carried

Rebecca T. made a motion to authorize and empower the Executive Committee to accept bids and enter into a contract with a Lawn Care Service for the 2017/2018 seasons. Seconded by John C. Voting yes: Jim C., John C., Don D., Bonnie D., Eric E., Alan G., Gary H., Dan K., Tim L., Veronica L., Chris M., Miike P., Gwen P., Caralee R., John R., Rebecca T. and Mary Ann V. Abstentions: Seth H., Jean S.
Motion Carried

Discussion about making an RFP for flower bed upkeep was tabled.

Alan G. made a motion to spend up to \$99.00 on door stops. Seconded by Gwen P. Voting yes: Jim C., John C., Don D., Bonnie D., Eric E., Alan G., Gary H., Seth H., Dan K., Tim L., Veronica L., Chris M., Miike P., Gwen P., Caralee R., John R., Rebecca T. and Mary Ann V. Abstentions: Jean S.
Motion Carried

Alan G. made a motion to spend up to \$99.00 for 2 Safety Officer Vests. Seconded by Rebecca T. Voting yes: Jim C., John C., Don D., Bonnie D., Eric E., Alan G., Gary H., Seth H., Dan K., Tim L., Veronica L., Chris M., Miike P., Gwen P., Caralee R., John R., Rebecca T. and Mary Ann V. Abstentions: Jean S.
Motion Carried

Alan G. made a motion to spend up to \$99.00 to purchase additional clocks. Seconded by MaryAnn V. Voting yes: Jim C., John C., Don D., Bonnie D., Eric E., Alan G., Gary H., Seth H., Dan K., Tim L., Veronica L., Chris M., Miike P., Gwen P., Caralee R., John R., Rebecca T. and Mary Ann V. Abstentions: Jean S.
Motion Carried

MaryAnn V. made a motion to spend up to \$350.00 for auto plates and T-shirts for the Auxiliary. Seconded by Tim L. Discussion
MaryAnn V. withdrew her motion and Tim L. withdrew his second.

Jean S. is working on a grant for Zoll monitors.

Tim L. offered to look into the plates and shirts for the Auxiliary members.

Don D. reported on the grant being sent in for training, education and stipends.

Alan G. reported on the department policy on physicals needing updating and that we may again consider, offering a company like Concentra and/or allowing members to get their own physicals but then department not paying for it.

Warnings: Alan G. warned for the President's desk and chair.
Tim L. warned for Pigtail Adapters.

Meeting was adjourned at 2152 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.*



Kent Volunteer Fire Department, Inc.

Regular Monthly & Annual Meeting Minutes

January 03, 2017 Kent Firehouse Meeting Room 1930 hours

Chair: President Alan Gawel
Secretary: Caralee Rochovansky

Members In Attendance : Casey Aakjar, Anne Bisenius, Joe Bisenius, Jim Canning, John Christen, Bonnie Donzella,, Eric Epstein, Alan Gawel, Gary Hock, Veronica Limbos, John Lindsey, Audra Petrone, Mike Petrone, Gwen Price, Caralee Rochovansky, Jim Shaw, Wendell Soule, Jean Speck, Rebecca Trautman, and Mary Ann VanValkenburg.

Auxiliary Members in Attendance: Leila Erskine

Guests in Attendance: None

Quorum Present.

Call to Order: 1936 hours

Pledge of Allegiance

Minutes: Rebecca T. made a motion to accept the December 05, 2016 minutes as distributed. Seconded by Veronica L. Voting yes: Casey A., Anne B., Joe B., Jim C., John C., Bonnie D., Eric E., Alan G., Veronica L., John L., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Rebecca T., and Mary Ann V. Motion Approved Unanimously

Public Comment: None

Correspondence: The Secretary read the names of donors honoring Ralph Matson.

Membership: MaryAnn V. reported that Auxiliary President, Susie R., left ice watch boxes and paperwork for those members wishing to distribute.

Chief Eric E. gave new member, Casey A., her badge and a T-shirt welcoming Casey to the department.

President Alan G. announced the names of those members who had exceeded the 12 call mark this past year and each was given a T-shirt.

Treasurer's Report: Jim C. gave the Treasurer's Report. Jim C. made a motion to accept the Treasurer's report and pay the bills as read. Seconded by Gwen P. Voting yes: Casey A., Anne B., Joe B., Jim C., John C., Bonnie D., Eric E., Alan G., Veronica L., John L., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Rebecca T., and Mary Ann V.

Abstentions: Jean S.

Motion Approved

Officer's Reports:

Chief: Eric E. reported on the 17 calls for the month of December. Eric also reported he voiced concern at the Chiefs meeting about the delay in getting an Eversource truck to the scene of a recent accident.

Ambulance Chief: Mike P. reported there were 430 calls for 2016. Mike P. also reported that the cost of the Zoll 12-lead is \$32,000 and in the near future he is presenting several purchase methods for the department to decide on. Mike P. also reported on the status of the Lucas device, stating the need to contribute a portion of the cost, the balance being paid through donations to a fundraiser through New Milford Hospital.

Appointed Positions Reports: Bonnie D. reported that the year-end Records totals are not completed.

Committee Reports:

Recruitment & Retention: MaryAnn reported the need for Auxiliary license half-plates, and T-shirts as well as department member window decals. Mary Ann also asked that members try to work on the website bios she requested as well as being open to suggestions for fresh ideas for Recruitment and Retention. MaryAnn reported the Santa Express was a success with 12 stops and 33 children participating. Thanks to Tim L. and Eric E. for their help. A report on the Parade of Lights was also given.

Nominating Committee: The committee of members, Jean S. Bonnie D., Dan K., and MaryAnn V. presented the slate for tonight's election.

The Nominating Committee presented the 2017 Election Slate.

Chief: Alan Gawel

President: Veronica Limbos

Asst. Chief: Gary Hock

Asst. Chief: Wendell Soule

Ambulance Chief: Mike Petrone

Asst Ambulance Chief: Bonnie Donzella

Captain: John Russell

Captain: Tim Limbos

Lieutenant: Audra Petrone

Lieutenant: Jim Shaw

Secretary: Caralee Rochovansky

Treasurer:

Engineer: John Christen

The committee explained the lengthy process they followed to arrive at the present slate.

Old Business:

Rear Building: President noted nothing new to report.

New Business:

Engine 2 Grille Insert: Gary H. explained the flag grille insert.

John C. made a motion to spend amount not to exceed \$160.00 for a flag grille insert for Engine 2. Seconded by Jim S. Voting yes: Anne B., Joe B., John C., Gary H., Veronica L., Audra P., Mike P., Jim S. Voting no: Casey A., Jim C., Bonnie D., Eric E., Gwen P., Wendell S., Rebecca T., MaryAnn V. Abstentions: Caralee R., Jean S. Motion Failed

Jim C. reported the requirement to change the list of recurring bills in the Finance Policy. Deleted from the list will be C.L & P. - Permits, Registrations, Fees - Rescue Booker and EMS Charts. Added to the list will be EMT/MRT/CPR/FF I & II, classes for certification and recertification - Eversource - Governmental Permits, Registrations, Fees, Licenses, renewals - Insurance Premiums and Postage.

Jim C. made a motion to change the recurring bills as presented from and as outlined in the list of the Finance policy. Seconded by Eric E. Voting yes: Casey A., Anne B., Joe B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Veronica L., John L., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., and Mary Ann V. Motion Approved Unanimously

Jim C. made a motion to authorize the Treasurer to pay any and all recurring bills as established by the Finance Policy per Article XII Section 1 of our by-laws. Seconded by Gwen P. Voting yes: Casey A., Anne B., Joe B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Veronica L., John L., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., and Mary Ann V. Motion Approved Unanimously

Budget : Jim C. presented the 2017 budget. Brief discussion followed. An e-mail from Matt Starr was read.

Jim C. made a motion to accept the 2017 Budget as presented. Seconded by Jim S. Voting yes: Casey A., Anne B., Joe B., Jim C., John C., Bonnie D., Eric E., Alan G., Gary H., Veronica L., John L., Audra P., Mike P., Caralee R., Jim S., Wendell S., Jean S., Rebecca T., and Mary Ann V. Voting no: Gwen P. Abstentions: Anne B., Jean S. and Mary Ann V. Motion Approved

Bonnie D. made a motion to authorize up to \$5,000 that has been set aside for the Lucas device acquisition through New Milford Hospital. Seconded by Anne B. Voting yes: Casey A., Anne B., Joe B., Jim C., John C., Bonnie D., Alan G., Gary H., Veronica L., John L., Audra P., Mike P., Gwen P., Caralee R., Jim S., Wendell S., Rebecca T., and Mary Ann V. Abstentions: Jean S. Motion Approved

Elections:

2017 Slate as presented by the Nominating Committee.

Chief: Alan Gawel

President: Veronica Limbos

Asst. Chief: Gary Hock

Asst. Chief: Wendell Soule

Ambulance Chief: Mike Petrone

Asst Ambulance Chief: Bonnie Donzella

Captain: John Russell

Captain: Tim Limbos
Lieutenant: Audra Petrone
Lieutenant: Jim Shaw
Secretary: Caralee Rochovansky
Treasurer:
Engineer: John Christen

The Chair nominates himself, Alan Gawel, for Chief. No additional nominations from the floor.

Abstentions: Jean S.
Alan Gawel is elected Chief by acclamation.

The Chair nominates Veronica Limbos for President. No additional nominations from the floor.

Veronica Limbos is elected President by acclamation.

The Chair nominates Gary Hock for Assistant Chief. No additional nominations from the floor.

Gary Hock is elected Assistant Chief by acclamation.

The Chair nominates Wendell Soule for Assistant Chief. No additional nominations from the floor.

Wendell Soule is elected Assistant Chief by acclamation.

The Chair nominates Mike Petrone for Ambulance Chief. No additional nominations from the floor.

Mike Petrone is elected Ambulance Chief by acclamation.

The Chair nominates Bonnie Donzella for Assistant Ambulance Chief. No additional nominations from the floor.

Bonnie Donzella is elected Assistant Ambulance Chief by acclamation.

The Chair nominates John Russell for Captain. No additional nominations from the floor.
John Russell is elected Captain by acclamation.

The Chair nominates Tim Limbos for Captain. No additional nominations from the floor.
Tim Limbos is elected Captain by acclamation.

The Chair nominates Audra Petrone for Lieutenant. No additional nominations from the floor.

Audra Petrone is elected Lieutenant by acclamation.

The Chair nominates Jim Shaw for Lieutenant. No additional nominations from the floor.

Jim Shaw is elected Lieutenant by acclamation.

The Chair nominates Caralee Rochovansky for Secretary. No additional nominations from the floor.

Caralee Rochovansky is elected Secretary by acclamation.

Jim Canning nominates Caralee Rochovansky for Treasurer. Caralee R. accepted the nomination. No additional nominations from the floor. Discussion.

Voting no: Gwen P. Abstentions: Casey A., Bonnie D., Anne B., Jean S., MaryAnn V.
Caralee Rochovansky is elected Treasurer by acclamation.

The Chair nominates John Christen for Engineer. No additional nominations from the floor.
John Christen is elected Engineer by acclamation.

The Elected Slate of Officers for 2017 is as follows:

Chief: Alan Gawel
President: Veronica Limbos
Asst Chief: Gary Hock
Asst Chief: Wendell Soule
Ambulance Chief: Mike Petrone
Asst Ambulance Chief: Bonnie Donzella
Captain: John Russell
Captain: Tim Limbos
Lieutenant: Audra Petrone
Lieutenant: Jim Shaw
Secretary: Caralee Rochovansky
Treasurer: Caralee Rochovansky
Engineer: John Christen

Rebecca T. thanked all outgoing officers for all their work.

Mike P. warned for a Zoll 12-lead.

MaryAnn V. warned for Auxiliary T-shirts, half plates and member decals.

Meeting adjourned 2209 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.*