

**New Hartford Village Fire District
Monthly Meeting
November 12, 2015**

G.Brookes called the meeting to order at 7:06 p.m.

IN ATTENDANCE:

G.Brookes, Chief Worsman, B.Rieger, B.Goodskey, and K.Carvalho.

PREVIOUS MINUTES:

B.Goodskey made a motion to accept the October 2015 meeting minutes. Seconded by B.Rieger. Motion passed.

PUBLIC COMMENT:

- None

TREASURER'S REPORT:

- An error was found while reconciling the treasury checking account and was corrected in the amount of \$1.00, for Charter communications dated 9/2/15. ***B.Goodskey made a motion to accept Treasurer's Report. Seconded by B.Rieger. Motion passed.***

TAX COLLECTOR'S REPORT: B.Rieger read the Tax Collector's Report.

- Tax Collectors report: \$2,341.67 collected in October; (0) Adjustments; (0) Bounced checks; (1) Refund, \$201.95 to Griffiths;(11) Liens Released; (0) Liens Put On; (93%) Current Year. ***B.Goodskey made a motion to accept Tax Collector's Report for October 2015. Seconded by B.Rieger. Motion passed.***

CHAIRMAN'S REPORT:

- G.Brookes received an e-mail from King, King & Associates, requesting the current quickbooks files from the district's bookkeeper in order to finalize the 2014 audit. K.Carvalho provided this information on 11/10/15 per Sarah Green's similar request for information.

CHIEF'S REPORT:

- **Calls:** 188 Calls for Y-t-D, 17 calls from 10/9-11/12/15
- **Significant/Mutual Aid Calls:** nothing of significance
- **Fuel Usage-**used approximately 170 gallons this month
- **Training-**17 members attended the live burn on Nov. 1st at the CT Fire Academy. Chief completed a 16 hour Incident Command class at JLN Associates on Oct. 24 and 25.
- **Membership-**no new members at this time.
- **Vehicle Maintenance-** the rear U bolts on Engine 7 had to be replaced as they were found to be cracked during the yearly PM. This was a similar repair like Engine 5 however there was no tire damage. Engine 5 onboard air compressor failed, was replaced. Anticipated total expenses for vehicle maintenance approx \$3,500.
- **Nepaug/Pine Meadow-**continuing to work with Nepaug Fire and assist when requested
- **Station 1** –see the daytime driver report.
- **Station 2-** please see the attached daytime driver report
- **Miscellaneous-New Engine-**The commission discusses in Committee Reports. **Hydrants-**The commission discusses in Old Business. **Firefighter injury-**Emily Parsell was injured during the live burn at Htfd Cnty Fire School, on 11/7/15. CIRMA has been contacted & a claim has been set up. Investigation is ongoing with Hartford Fire School, Harwinton Fire & us. Safety Officer

Marcus has been tasked to be the lead investigator for NHFD. **Letter-** Chief Worsman received a letter from Douglas Gillette Attorney for Day Pitney who is serving as Bond Counsel to the Town of New Hartford in connection with the issue of certain Notes of the Town. He is requesting the confirmation the amount of tax collections for the fiscal year 2015 and the amount of outstanding bonds and notes and authorized but unissued bonds and notes of the District as of November 19, 2015. K. Carvalho will forward the information to G. Brookes.

Motion by B.Goodskey, Seconded by B.Rieger to accept the Chief's report. Motion Passed.

DAYTIME DRIVER REPORT:

- See Attached

COMMITTEE REPORTS:

- **Truck Committee:** M.Worsman to send RFP's out electronically on Monday, 11/16/15. Bids due by 1/4/16 and will be opened on 1/14/16.

Secretary/Treasurer Responsibilities: B.Rieger reviewed Secretary/Treasurer's responsibilities. **B.Goodskey made a motion to accept the presented Secretary/Treasurer's responsibilities, Seconded by B.Rieger. All in favor. Motion Passed.**

OLD BUSINESS:

- **Daytime Driver Job Description:**
 - The daytime driver job description is still being reviewed. The \$500 uniform allowance for the DD will be paid in July of each year.
 - B.Goodskey continues to work on the uniform policy for Daytime driver.
- **WPCA Hydrant Testing:** B.Rieger followed up with Denton Butler regarding the WPCA. Denton said the gpm's were not done at this time in order not to stir up the water. Denton would like to attend December's district meeting to discuss this matter with the commission. Chief Worsman mentions, the status of the flow testing will be required in 2016.
- **Dept. Credit Card:** The credit cards have been received and distributed.
- **Commission Calendar/Schedule:** An annual calendar/schedule will list all events by month and will be attached to the last page of the minutes, but not be part of the minutes.
- **Tax Collector Laptop:** *Matt's Computer Services* has been paid in full for the laptop.

NEW BUSINESS:

- **Direct Deposit for the Daytime Driver:** K.Carvalho contacted Carol Monroe at NW Community bank, confirmed the procedure for direct deposit. Once Karen receives approval of Chris's time sheet from Chief Worsman, she will process the direct deposit manually. There's no monthly service fee.

BILLS AND COMMUNICATIONS:

- Bills were paid.

Meeting adjourned at 8:40 p.m. **B.Goodskey motioned; B.Rieger seconded. Motion Passed.**

Respectively submitted,

Karen Carvalho
Secretary/Treasurer

Next Meeting Date: Thursday, December 10, 2015 7:00 p.m. at Station 1

Daytime Driver report for Nov 2015 District meeting

- 10/16/2015 Met with First Due at St 2 for oil samples of E7 & T10.
- * 10/21/2015 Diag Officer side warning lights corrosion at connectors at Right rear wheel area.
- * 10/21/2015 E7 garage door not closing wiring issue- fixed.
- * 10/26/2015 E5 Disconnect on board air compressor from shoreline, running constant
- * 10/27/2015 First Due contacted for on board compressor issue.
- * 10/27/2015 E7 wiring, replaced connector requires new power wire, issue back farther in line over Right rear wheel not accessible.
- * 10/28/2015 Back pack blower run ability issue. Changed fuel and removed fuel system.
- * 10/29/2015 Dis assembled back pack fuel system and cleaned and inspected.
- * 10/30/2015 Found requires new carb assemble.
- * 10/30/2015 Installed new power feed for warning lights.
- * 11/2/2015 St 2 front meeting room door latch assemble stuck open position. Removed and repaired.
- 11/3/2015 First Due E5 Air compressor diag- requires replacement
- 11/3/2015 First Due E7 PM and inspection, Broken U bolt
- 11/3/2015 Hartford run to Super Spring for E7
- 11/4/2015 Met First Due at St2 for repairs to E7 U bolt, PM, DOT
- 11/11/2015 First Due E5 Air compressor repair and air leak fittings repaired.
- 11/11/2015 First Due coolant reservoir replaced and relocated mounting position.

- * Denotes work performed in house by Daytime Driver

Report respectfully submitted by

DD FF Sterpka