

**New Hartford Village Fire District
Monthly Meeting
September 10, 2015**

G. Brookes called the meeting to order at 7:03 p.m.

IN ATTENDANCE:

G. Brookes, D. Chief J. Wabrek, K. Parsell, D. Casella, B. Goodskey, and K. Carvalho.

PREVIOUS MINUTES:

B. Goodskey made a motion to accept the August 2015 meeting minutes. Seconded by K. Parsell Motion passed.

MISCELLANEOUS:

K. Parsell made a motion to change the order of business to Miscellaneous Business to allow Carol Monroe from Northwest Community bank, speak about their products. Seconded by D. Casella. Motion passed.

PUBLIC COMMENT:

- None

TREASURER'S REPORT:

- A bill from Fragle paving was received in September 2015, for \$280, dated for fiscal year 14-15 was paid and adjusted to the June 2015 disbursements. ***K. Parsell made a motion to accept Treasurer's Report. Seconded by D. Casella. Motion passed.***

TAX COLLECTOR'S REPORT: K. Parsell read the Tax Collector's Report:

- Tax Collectors report: \$6,119.97 collected in August; (0) Adjustments; (1) Bounced check, \$6.93 + \$20.00 returned check fee; (1) Refunds, \$109.02 to PNL Nutmeg, LLC (21) Liens Released; (0) Liens Put On; (92%) Current Year. ***K. Parsell made a motion to accept Tax Collector's Report for August 2015. Seconded by B. Goodskey. Motion passed.***

CHAIRMAN'S REPORT:

- None

B. Goodskey made a motion to accept the chairman's report. Seconded by K. Parsell. Motion passed.

CHIEF'S REPORT: Deputy Chief, J. Wabrek reports:

- **Calls:** 155 Calls for Y-t-D, 12 calls from 8/13-9/9/15
- **Significant/Mutual Aid Calls:** Thanks to all who were involved in the water rescue and recovery on West Hill Lake on Sunday, September 10th. (2 saves, 1 recovery)
- **Fuel Usage-**used approximately 90 gallons this month
- **Training-** ventilation class presented by Deputy Chief of East Hartford Fire on August 24. The captains are continuing to bring in excellent classes to the department.
- **Membership-**we have not received any new applications at this time.
- **Vehicle Maintenance-** the fuel tank on Engine 7 will be replaced this month as the existing tank is rusting out. Estimate cost of the tank is \$1000, plus labor to install. This could not be a budgeted item as the existing tank was not going to make it until the next fiscal year.
- **Preventive Maintenance-**hose testing & extraction tool check upcoming next month
- **Nepaug/Pine Meadow-**continuing to work with Nepaug Fire and assist when requested
- **Daytime Driver-** see attached report
- **Station 1** –see daytime driver report that is attached
- **Station 2-** vehicle exhaust system was installed on 9/9/15 by Airvac 911 Company.

- **Miscellaneous**-New engine- what is the proper language needed for the bid proposal? Need discussion on the bid and bid language so we can continue to move forward with this process. Grants- we were awarded the 2015 Forestry Act grant thru the Connecticut Forestry service. We will be purchasing brush fire equipment up to \$5,000 and will be reimbursed 50% (up to \$2,500) towards this equipment. This will be purchased under the department equipment. **Motion by D. Casella. Seconded by K. Parsell to accept the Chief's report. Motion Passed.**

COMMITTEE REPORTS:

Truck Committee:

- D. Casella, Chief Worsman, Deputy Chief Wabrek, and G. Brookes met this past month to discuss the bids received, request for bids/pros and cons. All bids were rejected due to liability issues. **K. Parsell makes a motion to exercise the option to reject all bids and over the next month, D. Casella and K. Parsell will work as a sub-committee with the co-op and a request for bid will be restructured as a RFP. Seconded by D. Casella to accept the motion. 1 opposed(B. Goodskey). Motion carried. Motion Passed.**

Secretary/Treasurer responsibilities:

- Secretary/Treasurer's responsibilities to be reviewed next month.

K.Parsell made a motion to send a letter to the truck vendors. Seconded by D. Casella. All in favor. Motion Passed.

OLD BUSINESS:

- K.Parsell will pick up the plaque on 9/11/15 for J. Halnon. It will be present to J. Halnon for his many years of service on Monday, September 14 at 6:30pm food to be served, presentation 7:00, at Station 1.
- The daytime driver Job Description 1st draft was distributed, to be reviewed and finalized next month.
- The district met with the Daytime Driver last month, discussed job description and heard feedback.
- List of events for annual calendar can be forwarded to K. Parsell.
- District is holding off on drafting a letter and payment to the WPCA due to their incomplete hydrant report.

B. Goodskey made a motion to move forward applying for the Northwest Community Bank VISA Business Credit Card. The following 4 people will be issued a credit card. 1.Chief Mark Worsman, 2. D. Chief John Wabrek, 3. Daytime Driver, Chris Sterpka, and 4. Secretary/Treasurer Karen Carvalho. Seconded by D. Casella. All in favor. Motion Passed.

NEW BUSINESS:

- J.Wabrek reminds committee, a new lap top, available for purchase, has been set aside for the Tax Collector.

BILLS AND COMMUNICATIONS:

- Bills were paid.

James Shanley Jr., Chief of Pleasant Valley Volunteer Fire Dept., sent a letter to thank the New Hartford Fire Dept. for helping them at the structure fire at 118 Old New Hartford Rd. on 7/30/15.

Meeting adjourned at 9:15 p.m. **G. Brookes motioned; K. Parsell seconded. Motion Passed.**

Respectively submitted,

Karen Carvalho

Secretary/Treasurer

Next Meeting Date: Thursday, October 8, 2015 7:00 p.m. at Station 1

Daytime Driver Report

Monthly District report for Sept 2015

- August 17, 2015 Faxed info concerning Air Vac system for St2 to be ordered and installed
- August 18, 2015 Carlson Heating serviced St1 heating units.
- August 18, 2015 ordered fuel shut off valve for E5 Generator from AP electric and Generators.
- August 20, 2015 Carlson Heating serviced St2 heating units
- August 20, 2015 New England Safety Solution performed annual servicing of genesis extrication tools. Made recommendation for additional items to be purchases, and monitored, gave estimate for Amkus tools to be serviced.
- August 21, 2015 Called Ferrara for update on E7 Fuel tank, discharge gauge for E5. Left Message at 8AM.
- August 22, 2015 Installed new side marker light assemble for E7. Driver side lower amber internally failed, in stock part.
- August 22, 2015 received and installed new fuel shut off valve for E5 generator.
- August 24, 2015 Emailed Bryan Finch W/Firematic to order Calibration station for gas meter.
- August 25, 2015 Emailed Air Vac they required more pictures and info for St2 install of exhaust system.
- August 27, 2015 Installed hardware cloth on to St2 generator to try and eliminate rodent access. Recommendation from last service.
- August 27, 2015 Called Ferrara, spoke with Frank Miller. E7 tank was to be delivered on August 27, 2015. E5 Discharge gauge was reordered.
- August 27, 2015 E7 fuel tank was delivered to town garage. Pick up and dropped off at St2.
- August 28, 2015 contacted First Due inform him the E7 fuel tank was here, they are going call and schedule date for install and PM for E7.
- August 31, 2015 Diagnosis E5 portable radio charger inop due to failed fuse, caused be poor connection. Replaced fuse tested, OK.
- August 31, 2015 Made appointment for annual servicing of all fire extinguishers on all apparatus in both stations.
- September 1, 2015 received gases meter calibration unit. Training has been scheduled.
- September 2, 2015 Fire Equipment headquarters performed annual servicing on all extinguishers. Had to purchase 2 new class D extinguishers for each engine. They had to be replaced, out of date for servicing.
- September 3, 2015 received 1 class D extinguisher on E5 in service. E7 Class D being dropped off Tuesday September 8, 2015.
- September 4, 2015 Air Vac system delivered to St 2
- September 9, 2015 Air Vac install at St2