



**Kent Volunteer Fire Department, Inc.**  
**Executive Committee Meeting Minutes DRAFT**  
February 27, 2023 Kent Firehouse & Zoom 1900 hours

Chair: John Russell, President  
Secretary: Caralee Rochovansky

In Attendance:

At the Firehouse:

Executive Committee Members - Eric Epstein, Alan Gawel, Caralee Rochovansky, John Russell, Wendell Soule

Department Members - John Christen, Bill Smith

Assoc. Dept. Members - None

Auxiliary Members - None

General Public - Ronda Smith, Shelby McBride

In Attendance On Zoom:

Executive Committee Members: Bonnie Donzella, Gary Hock in 1907, Mat Starr in 1906

Department Members: Jean Speck in 1908

Auxiliary: None

General Public: None

Quorum achieved at 1905 hours.

Meeting called to order at 1906 hours.

**Public Comment:**

Caralee R. made a motion to move membership to before Old Business. Seconded by Alan G.

Voting Yes: Alan G., Bonnie D., Eric E., Gary H., Caralee R., Wendell S.

Voting No: None

Abstentions: Mat S.

**Motion Approved**

Eric E. made a motion to add Billing Review Committee to end of New Business.

Seconded by Alan G.

Voting Yes: Alan G., Bonnie D., Eric E., Caralee R., Wendell S., Mat S.

Voting No: None

Abstentions: None

**Motion Approved**

**Membership:** The Secretary introduced two new applicants for membership.

Alan G. made a motion to recommend Ronda Smith to the membership as emergency member. Seconded by Eric. E. Discussion.

Voting Yes: Alan G., Bonnie D., Eric E., Caralee R., Wendell S., Mat S.

Voting No: None

Abstentions: None

**Motion Approved**

Caralee R. made a motion to recommend Shelby McBride to the membership as an emergency member.

Seconded by Alan G. Discussion.

Voting Yes: Alan G., Bonnie D., Eric E., Caralee R., Wendell S., Mat S.

Voting No: None

Abstentions: None

**Motion Approved**

### Old Business:

Eric E. made a motion to move grant funding opportunities on to the membership next week. Seconded by Alan G. Discussion.

Voting Yes: Alan G., Bonnie D., Eric E., Caralee R., Wendell S., Mat S.

Voting No: None

Abstentions: None

**Motion Approved**

Eric E. made a motion to recommend approval of the Operating Budget posted February 24th to include the two adjustments made, \$25k for contributions and \$400 for membership dues. Seconded by Alan G. Discussion.

Voting Yes: Alan G., Eric E., Caralee R., Wendell S.

Voting No: Mat S.

Abstentions: Bonnie D.

**Motion Approved**

Caralee R. made a motion to table revisions to anti discrimination policy.

Seconded by Eric E. Discussion.

Voting Yes: Alan G., Bonnie D., Eric E., Caralee R., Wendell S., Mat S.

Voting No: None

Abstentions: None

**Motion Approved**

### New Business:

*Background checks:* Discussion. Caralee R. will contact VFIS.

*Fitness Room Policy:* Discussion. Take to Membership Meeting

*Sleeping Quarters Policy:* Discussion. Take to Membership Meeting

*Billing Review Committee:*

John R. made a motion to appoint Caralee R, Bonnie D., Samantha Hasenflue, and Rev. John Heeckt to the Billing Review Committee.

Seconded by Alan G. Discussion.

Voting Yes: Alan G., Bonnie D., Eric E., Caralee R., Wendell S.,

Voting No: None

Abstentions: None

**Motion Approved**

### Treasurer's Report:

The Treasurer reported he was working with the Bookkeeper, the EMS billing company, on the budget, the grants and the capital plan.

Wendell S. made a motion to remove Ed Matson as check signer from all KVFD Union Savings Bank accounts and establish President John Russell, Treasurer Eric Epstein, Secretary Caralee Rochovansky, Chief Alan Gawel and Ambulance Chief Bonnie Donzella to be authorized signers for the USB KVFD accounts.

Seconded by Alan G. Discussion.

Voting Yes: Alan G., Bonnie D., Eric E., Gary H., Caralee R., Wendell S., Mat S.

Voting No: None

Abstentions: None

**Motion Approved**

Wendell S. made a motion to establish Randy O'Rourke, Matthew Winter, Eric Epstein and John Russell as check signers for the KVFD Scouts Troop 11 account.

Seconded by Caralee R. Discussion about Troop 11 checking account. Caralee R. will contact VFIS for their input or concerns.

Voting Yes: Alan G., Eric E., Caralee R., Wendell S.

Voting No: Mat S.

Abstentions: Bonnie D., Gary H.

Motion Approved

**President's Report:**

Discussion about proposal from the Town for an MOU for occasional usage of the gravel parking lot. Caralee R. will discuss options with VFIS.

Wendell S. made a motion to establish President John Russell and Secretary Caralee Rochovansky as safe deposit box keyholders.

Seconded by Eric E. Discussion.

Voting Yes: Alan G., Bonnie D., Eric E., Gary H., Caralee R., Wendell S., Mat S.

Voting No: None

Abstentions: None

Motion Approved

**Appointed Position Reports:** None

**Committee Reports:** None

**Officer's Reports:**

*Chief: none*

*Asst. Chief: none*

*Captains: none*

*Lieutenants: none*

*Ambulance Chief: none*

*Engineer: none*

*Secretary: none*

Meeting adjourned at 2123 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.*

**Zoom meeting Link**

<https://us02web.zoom.us/rec/share/QLLJJpWtjVvcdHgdiplwO5q4HEYxSCCsmsHCdaypMif2l68TfnntlBWBYFcSsAv.oJVqN5bKV-jVPlw6>

Passcode: G?Y3.gf#

