



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Special Monthly Meeting Agenda
Monday January 04, 2021 7:00PM
Hybrid Video Conference Meeting

Join our Zoom Meeting at:
<https://us02web.zoom.us/j/88033855329?pwd=SXUyc0JHNGtxL3FJTfFoyWnJVRTJJQT09>
Meeting ID: 880 3385 5329
Passcode: 222806
Dial by your location
+1 646 558 8656 US (New York)

Meeting "room" will open at 1845 hours so members can join early and chat with each other if they'd like

Call to order

Pledge of Allegiance

Minutes December 07, 2020 meeting

Public Comment

Treasurer's Report

Correspondence

Membership: (Possible Executive Session)

Old Business
2021 Budget Vote

New Business
.Fundraising Committee
Investment Policy
Election of Officers

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Juniors

Warnings

Adjournment



Technology Officer <techoff@kentfire.org>

January membership meeting minutes

1 message

Kent Secretary <secretary@kentfire.org>

Sun, Jan 17, 2021 at 10:13 AM

To: All Emergency Members <members@kentfire.org>, Veterans <veterans@kentfire.org>, Auxiliary <auxiliary@kentfire.org>

Kent Volunteer Fire Department, Inc.

Regular Monthly Membership Meeting Minutes

January 4, 2021 1900 hours

Hybrid Meeting

Chair: Caralee Rochovansky, President

Secretary: John Russell/Cathe Mazza

In Attendance

Members: John Christen, Bonnie Donzella, Eric Epstein, Alan Gawel, Ed Matson, Audra Petrone, Mike Petrone, Caralee Rochovansky, John Russell, Wendell Soule, Jean Speck, Matt Starr, MaryAnn VanValkenburg, Tim Limbos, Jeremy Matson, Sean Dingee, Pete Bernard, Gary Hock, [Jill Scholsohn](#), Kerri Cullip, Jordan Donzella, and Cathe Mazza.

Auxiliary: no one

General Public: no one

Meeting called to order with quorum at 1905 hours.

Minutes: Motion to approve December 7th minutes by MaryAnn VanValkenburg/**2nd** Alan Gawel.

Discussion.

Voting yays: M. Petrone, S. Dingee, B. Donzella, W. Soule, M. VanValkenburg, M. Starr, E. Matson, J. Donzella, T. Limbos, J. Speck, A. Gawel, J. Matson, J. Russell, C. Rochovansky. Nays: none

Abstentions: none

Motion Carried unanimously.

Public Comment: none

Treasurer's Report :

Treasurer read unpaid bills, recurring bills and bills paid since the last meeting. M. Petrone /2nd S. Dingee, **motioned to accept the Treasurer's Report and pay the bills as read, with addition of reimbursement for fund letter expense to Caralee up to \$345.** Discussion:

Voting Yea: M. Starr, W. Soule, S. Dingee, J. Donzella, C. Rochovansky, E. Matson, B. Donzella, J. Christen, J. Speck, G. Hock, M. Petrone, J. Matson, J. Russell, A. Gawel, M VanValkenburg, T. Limbos, A. Petrone. Voting Nay: none Abstentions: none **Motion Carried.**

M. Petrone made a **motion to continue to pay the existing/current list of recurring bills monthly for 2021.** A. Gawel 2nd. Voting Yea: M. Petrone, E. Matson, A. Gawel, T. Limbos, J. Russell, J. Christen, M. Starr, B. Donzella, C. Rochovansky, M. VanValkenburg, J. Donzella, S. Dingee, A. Petrone, W. Soule, G. Hock. Voting Nay: none Abstentions: J. Speck. **Motion Carried.**

Correspondence: the secretary received a phone call from Paula Niman of [15 Macedonia Brook Rd.](#) who reports her husband is doing much better after being assisted by Mike Petrone, Bonnie and Jordan

Donzella. She said she and her husband are both grateful and will remember the efficiency and professionalism of the three responders. Ms. Niman subsequently made a \$100 donation at our website.

Membership: B. Donzella made a **motion to accept John Cirino as a full member.** 2nd by S. Dingee. Voting Yea: M. Petrone, J. Christen, J. Donzella, S. Dingee, J. Scholsohn, J. Matson, A. Petrone, J. Speck, B. Donzella, W. Soule, T. Limbos, J. Russell, C. Rochovansky, M. VanValkenburg. Voting Nay: M. Starr. Abstentions: E. Matson, P. Bernard, A. Gawel, G. Hock. **Motion Carried.**

B. Donzella made a **motion to communicate the department's position in favor of the Town increasing our tax abatement to the maximum allowable by State statute.** 2nd T. Limbos. Voting Yea: S. Dingee, J. Donzella, A. Gawel, T. Limbos, B. Donzella, M. VanValkenburg, J. Matson, G. Hock, E. Matson, C. Rochovansky, W. Soule, M. Petrone, M. Starr, A. Petrone, J. Christen, J. Russell, J. Scholsohn, W. Soule. Voting Nay: none. Abstentions: P. Bernard. **Motion Carried.**

E. Matson made an annual reminder that if a member loses their driver's license they cannot drive any apparatus.

Old Business: M. Petrone made a **motion to accept the 2021 budget.** 2nd: B. Donzella. A. Gawel made a **motion to remove the ball budget and add the ball budget to the town grant request, then approve our budget as presented.** 2nd E. Matson. Voting Yea: M. Petrone, S. Dingee, B. Donzella, E. Matson, T. Limbos, M. VanValkenburg, J. Scholsohn, A. Petrone, C. Rochovansky, J. Russell, A. Gawel, M. Starr, W. Soule, J. Matson, G. Hock, J. Christen. Voting Nay: none. Abstentions: J. Speck, P. Bernard. **Motion carried.**

New Business: A) Fundraising Committee: none.

B) Investment Policy: J. Russell made a **motion to accept policy change to Investment Fund; Section V. A of Investment Policy "During each fall budget season, the Treasurer may budget a portion of the Investment Fund as revenue for the following year. This amount shall be determined by taking 3.5% of the average of the Investment Fund balance on the last day of the last six months of the previous year (see example below). The Investment Committee Chair (ICC) will work with the treasurer and Investment Advisor to facilitate the transfer of these funds anytime on or after the first business day of January each year."** 2nd by T. Limbos. Voting Yea: M. Petrone, A. Gawel, E. Matson, W. Soule, J. Russell, T. Limbos, C. Rochovansky, J. Matson, S. Dingee, J. Christen, A. Petrone, J. Donzella, G. Hock, M. VanValkenburg, B. Donzella, M. Starr, M. Petrone, J. Scholsohn. Voting Nay: none. Abstentions: P. Bernard, J. Speck. **Motion Carried.**

C) Election of Officers: (20 members present and able to vote)

Chief: Alan Gawel 17-0-3

President: John Russell 16-0-4

Assistant Chief: Gary Hock 15-0-5

Assistant Chief: Wendall Soule 20-0-0

Ambulance Chief: Bonnie Donzella 15-0-5

Assistant Ambulance Chief: Jill Scholsohn 16-0-3

Captain: John Russell 17-0-3

Captain: Audra Petrone 15-0-5

Lieutenant: Ed Matson 15-0-5

Lieutenant: Sean Dingee 16-0-4

Secretary: Cathe Mazza 20-0-0

Treasurer: Mike Petrone 16-0-4

Engineer: John Christen 12-0-8

Chief's Report: a summary report of fires and alarms was shared. 15 calls in December. Generator work postponed. Tower ladder test failed and then passed on re-test.

Line Officers: no report

Ambulance Chief - Mary Ann, V. reported there were 35 ambulance calls in December. 344 for 2020. The new rig is close to being in service. Discussion and review about staffing.

E. Epstein made a **motion to approve the EMS outside staff hiring policy.** 2nd B. Donzella. Discussion. T. Limbos made a motion to table the motion in order to clean up the language. 2nd J. Russell. Discussion and a point of order was made concerning motions being made and seconded. The President did not acknowledge the motion to table and instructed membership to disregard. Voting Yea: M. Petrone, J. Russell, A. Gawel, M. VanValkenburg, J. Scholsohn, E. Epstein, W. Soule, B. Donzella, C. Rochovansky. Voting Nay: J. Speck Abstentions: A. Petrone, G. Hock. **Motion carried.**

Appointed Position Reports: no report

Committee Reports

There was a report by the ambulance fund.

Juniors: no report

Expenditure Warnings; A) The President said the boat is in the works-we have purchased it and it's being assembled. B) The technology officer warned for tech purchases. C) Gary Hock warned for costs associated with Tower 1.

Meeting adjourned at 22:02 hours.

Respectfully Submitted,
Catherine Mazza
Secretary
Kent Volunteer Fire Department, Inc.

NEXT MEETING:

REFRESHMENT COMMITTEE:

Chair:

Members:

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.

CATHE MAZZA

SECRETARY

M | 860.601.1538

RECEIVED

By Kent Town Clerk at 11:26 am, Jan 29, 2021



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda
Monday February 1 , 2021 7:00PM

Video Conference Meeting

Join our Zoom Meeting at:

<https://us02web.zoom.us/j/81190842820?pwd=aEdRcU9MbC9VYlplQ09nUzcreEN3UT09>

Meeting ID: 811 9084 2820

Passcode: 026940

One tap mobile +16465588656,,81190842820#,,,,*026940# US (New York)

Meeting "room" will open at 1845 hours

Call to order

Pledge of Allegiance

Approval of January 04, 2021 minutes

Public Comment

Member Comment

Correspondence

Membership: (Possible Executive Session)

Old Business

Foundation Committee

FF Physicals

New Business:

Technology expenditures

Tower expenditures

Bookkeeper

CT-OSHA Legislative Proposal

Treasurer's Report

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Juniors

Expenditure warnings

Adjournment



Technology Officer <techoff@kentfire.org>

Fwd: Feb. 1, 2021 meeting

1 message

Kent Secretary <secretary@kentfire.org>

Sun, Feb 14, 2021 at 1:01 PM

To: Members <members@kentfire.org>, Veterans <veterans@kentfire.org>, Auxiliary <auxiliary@kentfire.org>

Kent Volunteer Fire Department, Inc.
Regular Monthly Membership Meeting Minutes
February 1, 2021 1900 hours
Hybrid Meeting

Chair: John Russell, President

Secretary: Cathe Mazza

In Attendance

Members: Bonnie Donzella, Eric Epstein, Mike Petrone, Caralee Rochovansky, John Russell, Wendell Soule, Jean Speck, Matt Starr, MaryAnn VanValkenburg, Jill Scholsohn, Cathe Mazza, Kerri Cullip

Auxiliary: Diane Impastato

General Public: none

Meeting called to order with quorum at 17:06 hours.

Approval of January 04, 2021 Minutes: **Bonnie Donzella motioned to approve the minutes, 2nd by Matt Starr. After brief discussion, the motion was amended to accept the minutes with corrections.**

Voting yays: Bonnie Donzella, Mike Petrone, Caralee Rochovansky, Wendall Soule, Jill Scholsohn, Jean Speck, Matt Starr, Cathe Mazza. Nays: none Abstentions: Mary Ann Van Valkenburg. **Motion carries.**

Public Comment; none

Correspondence; secretary read a holiday card, a thank you from Gaylordsville FD for storing their Mack Tanker, and a general thank you letter with a donation.

Membership; welcome to Eric. The President announced that Donald Connery (husband of long time member Leslie) died on January 11.

Old Business;

1. Foundation Committee report by Caralee, Jean and John R., with a review of a timeline. There is a need for a contract but the expense has not been warned so no vote tonight. The Committee will investigate other vendors and Caralee will distribute their meeting minutes.

2. Firefighter Physicals: report by Caralee, Tim L., and Jim Canning. Tim distributed the revised document. Eric made a motion, seconded by Wendall, to approve the physical policy. Voting Yay: Jean Speck, Bonnie Donzella, Caralee Rochovansky, Eric Epstein, Wendall Soule, John Russell, Mary Ann Van Valkenburg, Jill Scholsohn. Voting Nay: Matt Starr. Abstentions: Cathe Mazza. **Motion carries.**

New Business

3. Technology: no report
4. Tower expenditures discussion
5. Bookkeeper Committee report: Eric Epstein made a motion, seconded by Wendall, to raise the bookkeeper's rate to \$32 per hour. General discussion about why to raise rate \$5? Caution about limiting the hours and having the Treasurer supervise those hours. Voting Yay: John Russell, Mike Petrone, Wendall Soule, Jill Scholsohn, Caralee Rochovansky, Matt Starr, Jean Speck, Bonnie Donzella, Eric Epstein, Mary Ann Van Valkenburg. Voting Nay: none. Abstentions: Cathe Mazza. **Motion carries.**
6. CT OSHA legislative proposal was brought up by Matt Starr. CT OSHA does not oversee us or inspect us now, but the proposal would include us.

Chief's Report: Wendall reported 8 fire calls in January.

Line Officers: none

Ambulance Chief - Bonnie reported 36 calls in January. A2 is in service but A1 is being used in bad weather. Meetings with ERM are planned for January 31 and February 7. Lifepak 15 is on order from Stryker for cost of \$23, 868.92 which includes a \$5,000 trade in on our old machine.

Treasurer's Report: delay in publishing

Appointed Position Reports: none

Committee Reports:

7. LCD: future radio system 800 in the works says Eric. It's a couple of years out with lots of testing still to be done but it will run through State Police and make communication state-wide very easy. Staff at LCD have recovered from COVID-19. The LCD Board approved a grant proposal for \$500,000.00 to cover payroll overtime, and monies have been received.

Juniors: no report

Executive: the secretary read the following list of appointed positions thus far:

Financial Secretary (until replaced asap): Bonnie Donzella
Firehouse Coordinator: Sherm Green
Records Clerk: Jeremy Matson
Technology: Jean Speck
Equipment Loan Officer: John Christen
Communications Officer: Alan Gawel
Bookkeeper: Marci Newton
Auxiliary Coordinator: Mary Ann Van Valkenburg
Quartermaster:
Kitchen and Event Coordinator:
Juniors:

Expenditure Warnings:

8. The Foundation Committee warned for up to \$7,500.00 for consulting services.
9. Technology Committee warned without amount as they're waiting for quotes.

Meeting adjourned at 20:20 hours.

Respectfully Submitted,
Cathe Mazza
Secretary
Kent Volunteer Fire Department, Inc.

NEXT MEETING:
REFRESHMENT COMMITTEE:
Chair:
Members:

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.



CATHE MAZZA

SECRETARY

M | 860.601.1538

KENT VOLUNTEER FIRE DEPARTMENT

PO BOX 355 | KENT, CT | 06757

www.kentfire.org





KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Special Membership Meeting Agenda
Friday, February 12, 2021 7:00PM
Video Conference Meeting

Join our Zoom Meeting at:

jean speck is inviting you to a scheduled Zoom meeting.

<https://us02web.zoom.us/j/84185379720?pwd=M05Ddy9GUVg5M1dmUVRpYnc4MXhaUT09>

Meeting ID: 841 8537 9720 Passcode: 654973

One tap mobile +13017158592,,84185379720#,,,,*654973# US (Washington DC)

Meeting "room" often opens early so members can join early and chat with each other if they'd like

Call to order

Public/Member Comment

Treasurer's Report/Bills

Adjournment



Technology Officer <techoff@kentfire.org>

Fwd: Minutes for 2/12 Special Meeting

1 message

John Russell <president@kentfire.org>

Fri, Feb 26, 2021 at 8:00 AM

To: All Emergency Members <members@kentfire.org>, Veterans <veterans@kentfire.org>, Auxiliary <auxiliary@kentfire.org>, Juniors <juniors@kentfire.org>

Minutes for Friday 2/12/21 Special Membership Meeting

Chair; Chief Alan Gawel

Secretary; Mary Ann VanValkenburg

Call to order @ 19:14

In attendance:

Alan Gawel, Bonnie Donzella, Wendell Soule, Mary Ann VanValkenburg, Mike Petrone, Audra Petrone, Jeremy Matson, Tim Limbos, Jordan Donzella

Alan called for a moment of silence for past member John Lindsay.

Public Comment:

Mary Ann asked if anyone had a picture of John in a fire department role please forward for a FB post.

Treasurer's report:

Mike read paid bills-\$29, 566.98

and unpaid bills- \$10,590.16

Motion made by Bonnie Donzella to pay the bills, seconded by Wendell Soule.

Yay; Mike Petrone, Wendell Soule, Bonnie Donzella, Tim Limbos, Alan Gawel, Audra Petrone, Jordan Donzella, Jeremy Matson, Mary Ann VanValkenburg

Nay-none, abstentions- none

Meeting adjourned @ 19:24

Mary Ann

Mary Ann VanValkenburg

140 Kent Cornwall Rd.

Kent, CT 06757

maryannvanv@gmail.com

(C) 860.488.1239

(H) 860.927.3086

www.inscapeawareness.com

www.mvanvalkenburg.juiceplus.com

<http://www.thejanellloydfund.org/>

Helping Cancer Patients Day to Day



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda
Monday March 1 , 2021 7:00PM
Video Conference Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/84943731146?pwd=MVlGSg1mUVYvL2ZZNld4SVhiboJDQTo9>

(Additional access information below)

Meeting "room" will open at 1845 hours

Call to order

Pledge of Allegiance (standing)

Moment of Silence for John Lindsay (standing)

Approval of February 1, 2021 Membership Meeting minutes

Approval of February 12, 2021 Membership Special Meeting

Public/Member Comment

Correspondence

Membership: (Possible Executive Session)

Executive Committee

Old Business

Foundation Committee

New Business:

Technology expenditures

Tower expenditures

Treasurer's Report

Chief's Report

Line Officers



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

Ambulance Chief
Fire/EMS calls attendance

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Additional connect info;

Meeting ID: 849 4373 1146

Passcode: 748113

One tap mobile

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+19292056099,,84943731146#,,,,*748113# US (New York)

Dial by your location

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+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 849 4373 1146

Passcode: 748113

210301 Monthly membership meeting minutes

Call to order @ 1905.

Members present: J. Russell, D. Kabasakalian, C. Mazza, B. Donzella, M. Starr, M. Petrone, J. Speck, T. Limbos, A. Gawel, E. Epstein, W. Soule, K. Culling, G. Hock.

Pledge of allegiance followed by a moment of silence in honor of John Lindsay.

1. Motion to approve the February 1, 2021 minutes by B. Donzella, seconded by M. Petrone. Voting yes: M. Petrone, B. Donzella, J. Russell, C. Mazza, M. Starr, J. Speck, A. Gawel. Voting no: none. Abstentions: T. Limbos. Motion carries.

2. Motion to approve the February 12, 2021 minutes (thank you Mary Ann) by B. Donzella, seconded by M. Petrone. Voting yes: D. Kabasakalian, C. Mazza, J. Speck, J. Russell, B. Donzella, M. Petrone, T. Limbos. Voting no: none. Abstentions: M. Starr. Motion carries.

3. Public/ member comment: none

4. The Secretary read three letters of correspondence: a postcard from Alexis S., a note accompanying a donation from the estate of Constance Anderson and a letter of thanks from Head of Marvelwood School Blythe Everett regarding the emergency call for Tim Heston.

The President then read two letters. One, from Mike Petrone stating that as of March 12 he will no longer reside in Kent and is therefore resigning as Treasurer. Mike would also like to be moved to veteran status. B. Donzella made a motion, seconded by A. Gawel, to accept Mike's request to move to veteran status. Voting yes: C. Mazza, B. Donzella, J. Russell, M. Starr, J. Speck, A. Gawel, T. Limbos. Voting no: none. Abstentions: none. Motion carries. Two, from Triple AAA asking for the department's support for a rear seat belt law. J. Speck made a motion, seconded by B. Donzella, to empower the President to send a letter of support to the coalition. Voting yes: C. Mazza, B. Donzella, A. Gawel, J. Speck, M. Petrone, T. Limbos. Voting no: M. Starr. Abstentions: none. Motion carries.

5. Membership: no report.

6. Executive Committee meeting on Feb. 22: minutes were emailed to all.

7. Old Business:

A. Foundation Committee: J. Russell is the interim chair. M. Starr had questions and some suggestions.

8. New Business:

A. Technology expenditures: J. Speck still waiting for quotes.

B. Tower expenditures: G. Hock also waiting for quotes from vendors. Gary also said there is a proposal in the works for new attachment points.

9. Treasurer's report: M. Petrone said his report was emailed to all. Mike read the lists of current and unpaid bills. B. Donzella made a motion to accept and pay the bills as read, seconded by A. Gawel. Voting yes: J. Russell, A. Gawel, M. Petrone, C. Mazza, J. Speck, W. Soule, G. Hock, T. Limbos. Voting no: none. Abstentions: M. Starr. Motion carries.

10. Chief's report:

A. 12 calls in February.

B. New software technology for reporting is on the horizon and training is coming.

C. New tax abatement law requires 25 years of service.

D. Training schedule: help is needed.

E. One portable radio is missing off of Engine 2 but Chief does not want to expense a replacement at this time. Chief would rather repurpose another radio off another truck. He asked for all members to check their portables in case they have the E2 by mistake.

F. Gary said the oil leak in E1 is being addressed. The Power Pack was bad on Rescue 8 and has been replaced. A flashlight has been ordered for E2 and the door light fixed. The check engine light on A2 is being addressed.

11. Line Officer's report: Gary mentioned a couple of items.

12. Ambulance Chief's report:

A. 22 calls in February.

B. Stryker Lifepack is on order.

C. EMS meeting will be Monday, March 8.

D. Licensing expires on March 19 but renewals have been extended for six months. Bonnie will continue to work on this.

E. Vaccine update.

F. April's duty schedule will go to ERM later this week.

G. There is a question concerning bunks for the ERM staff who are on duty overnight. Bonnie will work on this with Sherm Green, Mary Ann Van Valkenburg, and Tim Limbos.

13. Appointed positions:

A. Technology: Jean reported that the printer was fixed today.

14. Committee reports:

A. The President will conduct a search for a new Treasurer. Cathe offered to assist.

15. Auxiliary: our flag will be maintained by Anne McAndrew and Darlene Brady.

16. Juniors: no report

17. Expenditures:

A. Mary Ann is warning for two new sets of CPR mannequins.

B. Jean is keeping her tech expenditures active.

Meeting adjourned @ 2025.



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda V.2

Monday April 5, 2021 7:00PM

Video Conference Meeting

Join Zoom Meeting

(Additional access information below)

<https://us02web.zoom.us/j/85123723564?pwd=c25vRGJqZUJQeEszOEtJTFY2Y1NPUTog>

Meeting "room" will open at 1845 hours

Call to order

Pledge of Allegiance

Approval of March 1, 2021 Membership Meeting minutes (distributed March 7)

Auxiliary

Public/Member Comment

Correspondence

Membership: (Possible Executive Session)

Executive Committee

Old Business

Foundation Committee

New Business:

Election of Treasurer

CIRMA Beneficiary Forms

EMS training equipment expenditure

EMS certification course expenditure

Technology expenditures

Tower expenditures

COVID-19 Revised Interim Safety Protocols changes

New Boat/Training

Treasurer's Report

Chief's Report

Line Officers

Ambulance Chief

Fire/EMS calls attendance

Appointed Positions

Committee Reports

Juniors

Expenditure warnings

Adjournment



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

Meeting ID: 851 2372 3564

Passcode: 634375

One tap mobile

+19292056099,,85123723564#,,, *634375# US (New York)

+13017158592,,85123723564#,,, *634375# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 851 2372 3564

Passcode: 634375

Find your local number: <https://us02web.zoom.us/j/keDSEUvqFy>

Kent Volunteer Fire Department, Inc.
Regular Monthly Membership Meeting Minutes
April 5, 2021 1900 hours
Hybrid Meeting

Chair: John Russell, President

In Attendance

Members: Cathe Mazza, Jean Speck, Sherman Green, Tim Limbos, Eric Epstein , John Christen, Gary Hock, Caralee Rochovansky

Auxiliary: Susie Rundall, Anne McAndrew

General Public: no one

Meeting was cancelled at 19:15 due to lack of quorum, and lack of attendance by President and Chief due to emergency calls.

Respectfully Submitted,
Cathe Mazza
Secretary
Kent Volunteer Fire Department, Inc.

NEXT MEETING:

REFRESHMENT COMMITTEE:

Chair:

Members:

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.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda
Monday, May 3, 2021 7:00PM
Video Conference Meeting

Join Zoom Meeting

<https://us02web.zoom.us/j/82609280276?pwd=a3NET2lBMjRZRE5raTR5OTB4Lo96dz09>

(Additional access information below)

Call to order

Pledge of Allegiance

Approval of April 15 Special Membership Meeting minutes (distributed 4/20)

Public/Member Comment

Correspondence

Membership (possible executive session)

Executive Committee

Old Business

Foundation Committee

COVID-19 Revised Interim Safety Protocols changes

New Business:

Library request to use firehouse for QiuZNight (September)

Mask washer

Ice Watch cable

Expenditures warned last meeting

- New boat (Marine 1) equipment
- Overhead door
- EMS training equipment (warned 3/1)
- Kitchen deep clean
- Technology
- Tower
- ImageTrend Connect conference

Treasurer's Report

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: May Membership meeting

Time: May 3, 2021 07:00 PM Eastern Time (US and Canada)

Meeting ID: 826 0928 0276

Passcode: 819754

One tap mobile

+13126266799,,82609280276#,,,,*819754# US (Chicago)

+19292056099,,82609280276#,,,,*819754# US (New York)

Dial by your location

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Meeting ID: 826 0928 0276

Passcode: 819754

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Technology Officer <techoff@kentfire.org>

Fwd: May meeting minutes

1 message

Kent Secretary <secretary@kentfire.org>

Fri, May 7, 2021 at 12:38 PM

To: All Emergency Members <members@kentfire.org>, Veterans <veterans@kentfire.org>, Auxiliary <auxiliary@kentfire.org>, Juniors <juniors@kentfire.org>

May 3, 2021 Membership meeting

Present: John Russell, Cathe Mazza, Bonnie Donzella, Jill Scholsohn, Alexis Swagemaker, Tim Limbos, Eric Epstein, Wendall Soule, MaryAnn van Valkenburg, Caralee Rochovansky, Matt Starr, Alan Gawel, Gary Hock, John Christen, Jean Speck.

Call to order @19:06

Pledge of allegiance

1. Approval of April 15th Special Membership meeting: Bonnie Donzella made a motion to accept the minutes as distributed, seconded by Tim Limbos. Voting yes: Alan Gawel, Tim Limbos, Bonnie Donzella, John Russell, Cathe Mazza, Jill Scholsohn, Wendall Soule, Maryann VanValkenburg. Voting no: no one. Abstentions: Caralee Rochovansky, Matt Starr. Motion carries.

2. Public/member comments: MaryAnn VanValkenburg asked about department help for Sam Matson to visit a family gravesite on Saturday.

3. Correspondence: none

4. Membership: no report

5. April Executive meeting minutes: no action taken.

Old Business:

6. Foundation committee: meeting on Wednesday, May 5.

7. COVID reminders from the President.

New Business:

8. Library: requesting use of the building on September 25th from 6-11 p.m. for quiz night. General discussion followed. No action taken.

9. Mask washer: estimated \$600 repair.

10. Ice Watch cable: cable is low. General discussion followed. Chair of Ice Watch is John Christen and he will follow up.

11. Expenditures warned last meeting:

A. New Boat (Marine 1) equipment: Tim Limbos made a motion, seconded by Wendall Soule, to spend up to \$450 to complete the outfitting of Marine 1. Voting yes: Jean Speck, Caralee Rochovansky, John Russell, Tim Limbos, Alan Gawel, Jill Scholsohn, Wendall Soule, Bonnie Donzella, MaryAnn VanValkenburg, John Christen. Voting no: no one. Abstentions: Cathe Mazza, Matt Starr. Motion carries.

B. Overhead door: no report

C. EMS training equipment: MaryAnn VanValkenburg made a motion, seconded by Bonnie Donzella, to purchase two adult and two infant manikins with AED trainers and extra disposable lungs for \$800. Voting yes: Cathe Mazza, Jean Speck, Wendall Soule, Jill Scholsohn, Tim Limbos, MaryAnn VanValkenburg, Alan Gawel, Matt Starr, Bonnie Donzella, John Christen, John Russell. Voting no: no one. Abstentions: none. Motion carries.

D. Kitchen deep clean: John Russell made a motion, seconded by Wendall Soule, to spend up to \$450 for professional cleaning of the kitchen for Torrington Area Health District inspection. Voting yes: John Christen, Bonnie Donzella, MaryAnn VanValkenburg, Jean Speck, Jill Scholsohn, Wendall Soule, John Russell, Cathe Mazza, Alan Gawel, Tim Limbos. Voting no: no one. Abstentions: Caralee Rochovansky, Matt Starr. Motion carries.

E. Technology: Jean Speck made a motion, seconded by Bonnie Donzella, to spend up to \$2,000 to purchase a laptop, teleconferencing device and associated accessories for the large meeting room. Voting yes: Caralee Rochovansky, Jean

Speck, Alan Gawel, John Russell, Bonnie Donzella, Jill Scholsohn, MaryAnn VanValkenburg, Wendall Soule. Voting no: John Christen, Matt Starr, Gary Hock. Abstentions: Cathe Mazza. Motion carries.

F. Tower: still waiting for quote.

G. Image Trend conference: Bonnie Donzella made a motion, seconded by Jean Speck, to spend up to \$725 (\$145 per person) for up to five (5) people to attend the Image Trend virtual conference July 19-21, 2021. Voting yes: Tim Limbos, Bonnie Donzella, Jean Speck, John Russell, Alan Gawel, Jill Scholsohn, MaryAnn VanValkenburg, Caralee Rochovansky, Wendall Soule. Voting no: no one. Abstentions: John Christen, Gary Hock, Cathe Mazza. Motion carries.

12. Treasurer's report: report was emailed to all earlier today. Bonnie Donzella made a motion, seconded by Tim Limbos, to pay the bills as read. Voting yes: Caralee Rochovansky, Cathe Mazza, Jill Scholsohn, Alan Gawel, Wendall Soule, John Christen, Jean Speck, John Russell, MaryAnn VanValkenburg, Bonnie Donzella, Gary Hock. Voting no: no one. Abstentions: none. Motion carries.

13. Chief's report: March 14 calls, April 11 calls. Reminders for scene safety especially with electrical wires, for our new physical policy, about the Fit testing machine, about the Memorial Day parade (likely), about the BOS funding request, and the tax abatement update.

14. Line Officers: fire extinguishers have been tested, May 10 Shipman will be doing flow testing, May 12 is a check on the generator, and June 7 will be hose testing.

15. Ambulance: 30 calls in April. A2 is the first rig out for the month of May. CPR class this week is Thursday at 6 p.m. and Saturday at 9 a.m. ERM as of April 26, had 40 shifts/240 hours at a cost of \$6,000. National EMS week is May 16-22. Bonnie made a motion, seconded by Jill Scholsohn, to spend up to \$100.00 for EMS week's Children's Day on May 19. Voting yes: Caralee Rochovansky, Alan Gawel, Bonnie Donzella, Jean Speck, Jill Scholsohn, John Russell, MaryAnn VanValkenburg, Tim Limbos, John Christen, Wendall Soule. Voting no: no one. Abstentions: Cathe Mazza. Motion carries.

16. Appointed positions:

A. Records clerk: missing points to account for member's records-please submit attendance lists promptly.

B. LCD: Eric shared info about 'Zello' and it will be share with the membership in a separate email.

17. Committee reports: no report

18. Auxiliary: no report

19. Juniors: no report

20. Expenditure warnings: Overhead Door, Tower, navigation lights for the old boat, decals for Marine 1, Technology.

Adjourned at 21:03

Sent from my iPad



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda
Monday, June 7, 2021 7:00PM
KVFD meeting room and Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/89575155363?pwd=YlhueFAwdmxBMWVjTFZodWtmVXR6Zz09>

(Additional access information below)

Call to order

Pledge of Allegiance

Approval of May 3 Membership Meeting minutes (distributed 5/7)

Public/Member Comment

Kent Public Library use of firehouse in September
Boy Scouts use of firehouse in June

Correspondence

Membership (possible executive session)

Executive Committee

Old Business

Foundation Committee
COVID-19 Revised Interim Safety Protocols changes
New Boat

New Business:

Constitution/By-Law amendments
Boat SOPs
Boy Scouts
KPL request to use firehouse for QiuZNight
Golf Fundraiser
Rental Property (Back building)
Warned expenditures;

- Tower
- Overhead doors
- Navigation lights for Marine 2
- Decals for Marine 1
- Technology

Treasurer's Report

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: June Membership Meeting

Time: Jun 7, 2021 07:00 PM Eastern Time (US and Canada)

Meeting ID: 895 7515 5363

Passcode: 464133

One tap mobile

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Meeting ID: 895 7515 5363

Passcode: 464133

Find your local number: <https://us02web.zoom.us/j/kMOW1kOSK>

KVFD June 7, 2021 Membership meeting

Call to order @ 19:05

Pledge of allegiance

Approval of May 3 meeting minutes: Bonnie made the motion to accept the minutes as published, Alan seconded. Voting yes: Jill Scholsohn, Cathe Mazza, Alan Gawel, Bonnie Donzella, MaryAnn VanValkenburg, John Russell, Eric Epstein. Voting no: no one. Abstaining: Caralee Rochovansky. Motion carries.

Public/member comments:

Library: no representative present

Boy Scouts: Matt Winter present. Matt gave a brief overview of their agreement with our requirements and their schedule.

Correspondence:

a) MaryAnn thanked everyone for their extra help and care of Bob Bauer and Sam Matson so that both veterans could participate in the Memorial Day Parade.

b) Ed Matson has resigned his Lieutenant position and his membership in the Rear Building Committee effective April 12, 2021 due to time constraints. Bonnie Donzella made a motion, seconded by Sherm Green, to accept Ed's letter with thanks. Voting yes: Cathe Mazza, Bonnie Donzella, Alan Gawel, Rob Kennedy, MaryAnn VanValkenburg, John Russell, Caralee Rochovansky, Jill Scholsohn, Sherm Green. Voting no: no one. Abstentions: none. Motion carries.

c) The secretary read letters of thanks from Carol Hoffman Matzke and from St. Andrew's Parish. The department also received a "Special Congressional Recognition" certificate from Congresswoman Johanna Hayes with regard to EMS week.

d) The secretary read three parade invitations (Dover Plains, Thomaston and Patterson, NY) which were referred to John Christen for his management.

Membership:

a) The President said we would not elect a new Lieutenant this evening but will do so at July's meeting.

b) The Chief acknowledged improved call response with his thanks, the help received for the Memorial Day parade, and special thanks to Kathy McCann for putting KVFD flags at past members graves.

Executive Committee: no report.

Old Business:

1. Foundation Committee: Eric Epstein made a motion, seconded by Sherm, to define the scope of the committee's work as "The Foundation Committee will work in a guidance and advisory capacity with preparation of the research, drafting a process, timeline, and proposal for the restructuring of the fire department's governing body as we prepare to vote on a move from an Executive Committee to a Board of Directors, as was preferences by the majority (of the membership) in a recent survey." Voting yes: Alan Gawel, Bonnie Donzella, MaryAnn VanValkenburg, John Russell, Rob Kennedy, Sherm Green, Jill Scholsohn, Caralee Rochovansky, Jean Speck. Voting no: no one. Abstentions: none. Motion carries. Eric made a motion, seconded by Caralee Rochovansky, to authorize the Foundation Committee to negotiate with consultant-vendors. Voting yes: Alan Gawel, Bonnie Donzella, Rob Kennedy, MaryAnn VanValkenburg, John Russell, Jill Scholsohn, Caralee Rochovansky, Jean Speck. Voting no: no one. Abstentions: none. Motion carries.

2. **COVID-19 Protocols:** general discussion.

3. **New Boat:** Alan Gawel made a motion, seconded by Rob Kennedy, to reimburse John Russell \$50 for the boat's registration. Voting yes: Jean Speck, Sherm Green, Bonnie Donzella, Alan Gawel, MaryAnn VanValkenburg, Rob Kennedy, John Russell, Caralee Rochovansky, Jill Scholsohn, Tim Limbos. Voting no: no

one. Abstentions: none. Motion carries. Alan recognized Caralee for her work on the committee. Alan said the boat is now in service, and that he has designated Tim and Wendell for sign offs with boat training, etc.

New Business:

1) Constitution and By-Law Amendments:

a) adding a plant manager and a kitchen manager to the Appointed Positions. Caralee made a motion to make the Constitutional Changes to Article 4, seconded by Rob Kennedy. Voting yes: Tim Limbos, Sherm Green, Bonnie Donzella, Alan Gawel, MaryAnn VanValkenburg, Rob Kennedy, John Russell, Caralee Rochovansky, Jill Scholsohn, Gary Hock. Voting no: Eric Epstein. Abstentions: Jean Speck. Motion carries.

b) Requirements for calling special meetings to be changed in the Constitution as distributed. Caralee made a motion, seconded by Rob Kennedy, to do so. Voting yes: Caralee Rochovansky, MaryAnn VanValkenburg, Bonnie Donzella, Rob Kennedy, John Russell, Tim Limbos, Jean Speck, Sherm Green, Eric Epstein, Gary Hock, Alan Gawel. Voting no: no one. Abstentions: none. Motion carries.

c) MaryAnn VanValkenburg made a motion, seconded by Caralee Rochovansky, to delete language as distributed: to strike "shall" and replace it with "may" and strike "upon the approval of the Executive Committee". Voting yes: Caralee Rochovansky, Gary Hock, Tim Limbos, Jill Scholsohn, MaryAnn VanValkenburg, Bonnie Donzella, Alan Gawel, John Russell, Rob Kennedy, Sherm Green, Jean Speck. Voting no: no one. Abstentions: none. Motion carries.

d) Bonnie Donzella made a motion, seconded by Caralee Rochovansky, to make a deletion in Sec. 3 concerning Associate Emergency Members (removing "and pay annual dues"). Voting yes: Rob Kennedy, Bonnie Donzella, Alan Gawel, John Russell, Tim Limbos, Jill Scholsohn, Sherm Green, Jean Speck. Voting no: Eric Epstein, Gary Hock, Caralee Rochovansky. Abstentions: MaryAnn VanValkenburg. Motion carries.

2) New Boat SOPs

a) Tim Limbos made a motion, seconded by Caralee Rochovansky, to approve SOP 2-10. Voting yes: Tim Limbos, John Russell, Alan Gawel, Rob Kennedy, Caralee Rochovansky. Voting no: Jean Speck, Eric Epstein, Gary Hock. Abstentions: Bonnie Donzella, MaryAnn VanValkenburg, Sherm Green, Jill Scholsohn. Motion carries.

b) Tim Limbos made a motion, seconded by Caralee Rochovansky, to approve SOP 2-11. Voting yes: Tim Limbos, John Russell, Alan Gawel, Rob Kennedy, Sherm Green, Caralee Rochovansky. Voting no: Jean Speck, Eric Epstein. Abstentions: Bonnie Donzella, MaryAnn VanValkenburg, Gary Hock, Jill Scholsohn. Motion carries.

3) Boy Scouts: Tim Limbos made a motion, seconded by Alan Gawel, to allow the Boy Scouts to use the firehouse on the 2nd and 4th Wednesdays of every month at 7 p.m. following our current protocols. Voting yes: Jill Scholsohn, Gary Hock, Tim Limbos, Jean Speck, MaryAnn VanValkenburg, Bonnie Donzella, John Russell, Alan Gawel, Rob Kennedy, Sherm Green, Caralee Rochovansky. Voting no: no one. Abstentions: none. Motion carries.

4) Kent Memorial Library: a) John Russell made a motion, seconded by Tim Limbos, for KML to reserve the firehouse and grounds 9/25/21 for Quiz Night. Voting yes: Tim Limbos, Jean Speck, Jill Scholsohn. Voting no: Caralee Rochovansky, Sherm Green, Eric Epstein, Alan Gawel, Bonnie Donzella, Rob Kennedy, MaryAnn VanValkenburg, Gary Hock. Abstentions: John Russell. Motion fails. b) Bonnie made a motion, seconded by Alan Gawel, to reserve September 25th for KML and will not give the date to anyone else. Voting yes: Tim Limbos, Bonnie Donzella, Alan Gawel, Rob Kennedy, MaryAnn VanValkenburg, John Russell, Caralee Rochovansky, Jill Scholsohn, Jean Speck, Gary Hock. Voting no: no one. Abstentions: none. Motion carries.

5) Golf Tournament: Bonnie Donzella reported that she and Scott Harvey and Jill Scholsohn will work on the event this year-September 13th at BBGC. Help from members on the day of the event will be needed.

6) Rental property: definition of the committee: The Back Building Committee serves as the communication link between the Department and renters regarding all matters of the Back Building including maintenance of the

lease, physical improvements and, if necessary, oversees the hiring of a property manager that would report to the Chair of the Back Building Committee or the President or Chief in the absence of a Chair. Dan Soule is the chair with Sherm Green and John Russell as members. Voting yes: John Russell, MaryAnn VanValkenburg, Rob Kennedy, Alan Gawel, Bonnie Donzella, Tim Limbos, Jean Speck, Caralee Rochovansky, Sherm Green, Jill Scholsohn, Gary Hock. Voting no: no one. Abstentions: none. Motion carries.

7) Warned Expenditures:

a) Tower: next month

b) Overhead Door: next month

c) Navigational lights for Marine 2: Tim Limbos made a motion, seconded by Alan Gawel, to spend up to \$172.00 for a navigational light kit for Marine 2. Voting yes: Caralee Rochovansky, Bonnie Donzella, Alan Gawel, Rob Kennedy, MaryAnn VanValkenburg, John Russell, Gary Hock, Sherm Green, Jean Speck, Tim Limbos, Jill Scholsohn. Voting no: no one. Abstentions: none. Motion carries.

d) Decals: next month

e) Technology: Jean made a motion, seconded by Tim Limbos, to spend \$100.00 for additional Google Drive storage. Voting yes: Bonnie Donzella, Rob Kennedy, Alan Gawel, John Russell, MaryAnn VanValkenburg, Tim Limbos, Jean Speck, Sherm Green, Caralee Rochovansky, Jill Scholsohn. Voting no: no one. Abstentions: none. Motion carries.

f) John Russell made a motion, seconded by Tim Limbos, to reimburse himself \$5.99 for back building supplies. Voting yes: Jean Speck, Caralee Rochovansky, Sherm Green, Jill Scholsohn, Gary Hock. Voting no: no one. Abstentions: none. Motion carries.

8) Treasurer's Report: Sherm asked for requests for the 2021-22 budget. Tim Limbos made a motion, seconded by Caralee Rochovansky, to pay the bills. Voting yes: Caralee Rochovansky, Alan Gawel, Rob Kennedy, Sherm Green, Jill Scholsohn, John Russell. Voting no: no one. Abstentions: Jean Speck, Tim Limbos, Gary Hock. Motion carries.

9) Chief's report:

a) annual physicals are due.

b) on-line training is also due.

c) Fit testing machine just arrived in Goshen..our dates look like the end of this month but info will be emailed when things are more certain.

d) N95 dates are also coming soon.

e) Kenmont fireworks are planned for July 4.

f) with the warm weather, please remember to hydrate.

g) parking signs are up in the gravel lot.

h) NFIRS data has been submitted.

i) the Ice Watch cable has been raised but still proceed with caution.

j) tax abatement is moving forward.

k) grant from the Town was approved.

10) Line Officers:

a) Gary: 12 calls in May

b) hose testing today

c) generator has been serviced

d) OSHA course has been cancelled

11) Ambulance Chief:

a) 24 calls in May

b) New Milford has asked to borrow A1, so Rescue 8 will be dispatched as our second medical vehicle if needed.

c) the State is changing the types of calls we can bill for.

- d) our re-certification of operation is underway.
- e) rate applications for 2022 are being developed.
- f) meeting on Thursday at 6 p.m. for in service with Lifepak.
- g) Mandatory meeting on Monday at 7 p.m. for all EMS.
- h) ERM data from April 24-May 22 is 37 shifts covered at a cost of \$6,263.25

12) Appointed Positions: Bonnie said that June 30/July 1 will be her last day as Financial Secretary.

13) Committee Reports:

a) John Russell made a motion, seconded by Alan Gawel, for Recruitment Committee to spend up to \$40.00 for wire sign posts to be used with pro bono signs from Crew Design. Voting yes: Alan Gawel, Bonnie Donzella, Rob Kennedy, Sherm Green, Jean Speck, Caralee Rochovansky, Jill Scholsohn. Voting no: no one. Abstentions: none. Motion carries.

b) John Russell made a motion, seconded by Rob Kennedy, to spend \$135.00 for membership fee to the Chamber of Commerce. Voting yes: Alan Gawel, Bonnie Donzella, Rob Kennedy, John Russell, Sherm Green, Caralee Rochovansky, Jill Scholsohn, Gary Hock. Voting no: no one. Abstentions: Jean Speck. Motion carries.

c) Back Building: no property manager needed at this time.

14) Auxiliary: no report

15) Juniors: no report

16) Warnings of expenditures:

a) Ambulance 2 for adjustments/modifications.

b) Foundation Committee for fees/contract with consultant.

Adjourned at 22:18

Respectfully,

Cathe Mazza

June 11, 2021

Attendance: John Russell, Cathe Mazza, Caralee Rochovansky, Sherm Green, Alan Gawel, Eric Epstein, Jill Scholsohn, MaryAnn VanValkenburg, Bonnie Donzella, Rob Kennedy, Jean Speck, Tim Limbos, Gary Hock.
Guest: Matt Winter from the Boy Scouts.



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda

Tuesday, July 6, 2021 7:00PM

KVFD meeting room and Zoom (persons attending in-person shall wear a mask or show proof of full COVID-19 vaccination or may attend via Zoom)

Join Zoom Meeting

<https://us02web.zoom.us/j/83182211579?pwd=RjJhQ3k4Q1FyTjdEbUpRUDR6Y3VDUTog>

(Additional access information below)

Call to order

Pledge of Allegiance

Public/Member Comment

Correspondence

Approval of June 7 Membership Meeting minutes (distributed June 11)

Membership (possible executive session)

Executive Committee

Old Business

Foundation Committee Consultant Contract
COVID-19 Revised Interim Safety Protocols changes
Rental Property (Back building)
KPL request to use firehouse for QiuzNight

New Business:

OSHA
Ice Maker
Incentive Policy/SOP
Warned expenditures;

- Tower
- Overhead doors
- Decals for Marine 1
- Technology
- Ambulance 2 for adjustments/modifications
- Foundation Committee Consultant Contract

Treasurer's Report

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: KVFD Membership Meeting - TUESDAY July 6, 2021

Time: Jul 6, 2021 06:30 PM Eastern Time (US and Canada)

Meeting ID: 831 8221 1579

Passcode: 389933

One tap mobile

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+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 831 8221 1579

Passcode: 389933

Find your local number: <https://uso2web.zoom.us/j/kBoCGP3Tw>



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Capital/Budget Meeting Agenda

Monday, July 19, 2021 7:30PM

KVFD meeting room and Zoom (persons attending in-person shall wear a mask or show proof of full COVID-19 vaccination or may attend via Zoom)

Join Zoom Meeting

<https://us02web.zoom.us/j/8804928849?pwd=TTdvZUpWYjFsQ3diWEFnQWJTS29Kdz09>

(Additional access information below)

Call to order

Public/Member Comment

Proposed changes to 2021 operating budget

KVFD Capital Plan/Investment Accounts

Adjourn

Topic: KVFD Capital/Budget Meeting
Time: Jul 19, 2021 06:00 PM Eastern Time (US and Canada)

Dial by your location

- +1 301 715 8592 US (Washington DC)
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- +1 346 248 7799 US (Houston)
- +1 669 900 6833 US (San Jose)

Meeting ID: 880 492 8849
Passcode: 396361
Find your local number: <https://us02web.zoom.us/j/kb2esLGEFV>



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Special Meeting Agenda

Tuesday, July 20, 2021 7:00PM

KVFD meeting room and Zoom (persons attending in-person shall wear a mask or show documentation of full COVID-19 vaccination)

Join Zoom Meeting

<https://us02web.zoom.us/j/8804928849?pwd=TTdvZUpWYjFsQ3diWEFnQWJTS29Kdz09>

(Additional access information below)

Call to order

Treasurer's Report

Old Business

New Business

Warned expenditures;

- Tower
- Overhead doors
- Decals for Marine 1
- Technology
- Ambulance 2 for adjustments/modifications

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Topic: KVFD Special Membership Meeting - TUESDAY July 20, 2021
Time: Jul 15, 2021 07:00 PM Eastern Time (US and Canada)

Passcode: bd81QK

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Find your local number: <https://us02web.zoom.us/j/84281203503>



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda

Monday, August 2, 2021 7:00PM

KVFD meeting room and Zoom (persons attending in-person shall wear a mask or show proof of full COVID-19 vaccination or may attend via Zoom)

Join Zoom Meeting

<https://us02web.zoom.us/j/8804928849?pwd=TTdvZUpWYjFsQ3diWEFnQWJTS29Kdz09>

(Additional access information below)

Call to order

Pledge of Allegiance

Public/Member Comment

Treasurer's Report

Correspondence

Approval of July Membership Special Meeting minutes (sent July 21)

Membership (possible executive session)

Executive Committee

Old Business

Election of Lieutenant

Foundation Committee

Back building/Rental Property (possible executive session)

KML request to use firehouse for QiuZNight

COVID-19 Revised Interim Safety Protocols

New Business:

Ice Maker

Incentive Policy/SOP

Warned expenditures;

- Tower
- Overhead doors
- Decals for Marine 1
- Technology
- Ambulance 2 for adjustments/modifications

Training fundraiser budget

Ball fundraiser budget

Line of sight issue due to the trees attempting to exit the emergency vehicle exit of the fire house

Gear use

CPR classes

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: KVFD Membership Meeting - August 2, 2021

Time: Jul 15, 2021 06:00 PM Eastern Time (US and Canada)

Meeting ID: 880 492 8849

Passcode: bd81QK

One tap mobile

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+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 880 492 8849

Passcode: 396361

Find your local number: <https://us02web.zoom.us/j/8804928849>

August 2, 2021 Membership meeting

call to order @19:16

pledge of allegiance

Motion made by MaryAnn Van Valkenburg, seconded by Alexis Swagemaker, to add the Parade of Lights 2021 and the 9/11 20th Anniversary event to the agenda. Motion approved unanimously.

Motion made by the President, seconded by Alan Gawel, to move the Ball Fundraiser Budget from New Business to after Correspondence on the agenda. Motion approved unanimously.

Public/member comment: none

Treasurer's Report: Sherm Green made a motion, seconded by Caralee Rochavansky, to pay the bills as distributed. Motion approved unanimously.

Correspondence: A parade invitation from Westbrook (CT) fire department will be given to John Christen. A poster for the Brookfield Fire Department golf tournament on Sept, 10th will be posted in the firehouse. The President shared that he had a call from David Schreibner at Club Getaway with thanks and a donation.

Ball Fundraising Budget: Anne McAndrew presented a budget for the 2022 Ball and discussion followed. Alan Gawel made a motion, seconded by Ed Matson, to approve the budget of the 2022 Ball as presented and discussed with expenses of \$39,500 and revenue of \$59,500. All voted in favor with two abstentions and one no vote. Motion approved.

Approval of July meeting minutes: Caralee Rochovansky made a motion, seconded by John Russell, to approve the minutes as published. All voted in favor with two abstentions. Motion approved.

Membership: no report.

Executive Committee: no report (minutes of July 26th meeting were emailed to all).

Old Business:

1. Election of Lieutenant: Caralee Rochovansky nominated Alexis Swagemaker, seconded by Sherm Green. Ed Matson moved that the nominations be closed, seconded by Alan Gawel. Motion approved unanimously. Alan Gawel made a motion that the Secretary cast one ballot in the affirmative for Alexis Swagemaker to become Lieutenant, seconded by Sean Dingee. Motion approved unanimously. The Secretary then cast one ballot in the affirmative to elect Alexis Swagemaker as a Lieutenant.
2. Foundation Committee: they have begun meeting with the consultant. There will be a meet and greet event on Saturday, September 25th at 12 noon followed by an afternoon of meetings and a potluck dinner. The consultant will be available to meet with members on Sunday all day and Monday morning.
3. Back Building/Rental Property: John Russell, Sherm Green and Dan Soule had a good meeting with the leasee working to prepare a new contract effective September 1.
4. KML request: John Russell made a motion to allow KML to use the firehouse for Quiz Night on Sept. 25, seconded by Sean Dingee. Voting yes were Ed Matson, Alexis Swagemaker. Voting no were Caralee Rochovansky, Sherm Green, Sean Dingee, Jill Scholsohn, MaryAnn Van Valkenburg, John Russell, Eric Epstein, Jean Speck. Abstaining was Cathe Mazza. Motion failed.
5. COVID-19 protocols: members should share their proof of vaccination with either John Russell or Bonnie Donzella. John Russell will meet with Bonnie and Alan Gawel to review our protocols and publish any changes.

New Business:

6. Ice Maker: John Russell made a motion, seconded by Sherm Green, to have Dean Ackerman remove and keep the non-functioning ice maker from the firehouse kitchen. Discussion followed. All voted in favor with three abstentions. Motion approved.

7. Incentive Policy/SOP: the subject was tabled until the September meeting.

8. Warned Expenditures:

- a. Tower: no report
- b. Overhead doors: no report
- c. Decals for Marine 1: not finalized yet
- d. Technology: no report
- e. Ambulance 2: estimate coming soon, some changes will be covered by the manufacturer.

9. Training fundraiser budget: Maryann Van Valkenburg presented information on the September 7 & 8 event for training of 100 Kent School faculty members in CPR and first aid. MaryAnn made a motion, seconded by Ed Matson, to approve the Kent School CPR fundraiser budget of revenue = \$7,500 and expenses = \$4,250. All voted in favor with one abstention. Motion approved.

10. Line of sight issue: tree has been trimmed.

11. Gear use: Eric questioned the use of KVFD gear and asked for consistency. The President clarified and there was discussion.

12. Parade of lights in December: MaryAnn reminded us to begin thinking about it and she was encouraged to explore, plan and develop a budget for the event.

13. 9/11 20th anniversary ceremony is being planned. MaryAnn made a motion to have the department participate with the Town for the 9/11 ceremony, seconded by Alan. Motion approved unanimously.

Chief's Report:

- a. Alan thanked John for all his work as President.
- b. Alan thanked members for responding to calls.
- c. Alan thanked everyone for their well wishes while he was out sick.
- d. Alan reminded everyone to wear their masks on calls.
- e. Fit testing has begun.
- f. Physicals are due.
- g. The cell tower on Richards Road is moving forward.
- h. Wendell reported on calls and alarms: 31 calls in July. There was discussion about the river rescue in Wassaic.

Line Officers: no report

Ambulance: Jill reported on 45 calls in July. There is a road race in Macedonia Park on September 12th and help will be needed. A donation to offset the cost of the Lifepak has been received.

Appointed Positions:

- a. facilities: Sherm will begin working on a waiver for those interested in using our gravel parking lot.
- b. General clean up and landscaping will be done around the building/grounds on Thursday, August 12 at 7 p.m. and Saturday, August 14 at 9:30 a.m.

Committee Reports: none

Auxiliary: The President thanked Susie Rundall for bringing the kitchen up to standard and for reducing the deep clean cost by organizing a work day.

Juniors: no report

Expenditure Warnings:

- 1. MaryAnn for the parade of lights and for the 9/11 ceremony.

2. Alan tabled the overhead doors, A2 and communications/pagers.
3. Caralee tabled the Marine 1 decals.
4. Jean tabled the technology warning.
5. John warned for six (6) signs for the gravel parking lot.

Adjourned at 21:35

Attendance:

John Russell
Cathe Mazza
Alan Gawel
MaryAnn VanValkenburg
Wendell Soule
Sherm Green
Lexi Swagemaker
Anne McAndrew
Jill Scholsohn
Ed Matson
Eric Epstein
Jean Speck
Sean Dingee
Rob Kennedy
Caralee Rochovansky

Respectfully submitted,
Cathe Mazza
Secretary



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda V2
Tuesday, September 7, 2021 7:00PM
Zoom only unless meeting room is requested by members

Join Zoom Meeting

<https://us02web.zoom.us/j/8804928849?pwd=TTdvZUpWYjFsQ3diWElhQWJTS2gKdz09>

(Additional access information below)

Call to order

Pledge of Allegiance

Public/Member Comment

Treasurer's Report

President's Report

Correspondence

Approval of August Membership Special Meeting minutes (resent Aug. 7)

Membership (possible executive session)

Executive Committee

Old Business

Foundation Committee

Back building/Rental Property (possible executive session)

COVID-19 Revised Interim Safety Protocols

Ice Maker

New Business:

Election of Treasurer

Incentive Policy/SOP 1-11, 1-12

Warned expenditures;

- Tower
- Overhead doors
- Decals for Marine 1
- Technology
- Ambulance 2 for adjustments/modifications
- Parking Lot signs

Fire Service Instructor training expense
Billable Non-Transport EMS calls

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: KVFD September Membership Meeting

Time: Sep 7, 2021 07:00 PM Eastern Time (US and Canada)

Meeting ID: 880 492 8849

Passcode: bd81QK

One tap mobile

+13017158592,,8804928849#,,, *396361# US (Washington DC)

+13126266799,,8804928849#,,, *396361# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 880 492 8849

Passcode: 396361

Find your local number: <https://us02web.zoom.us/j/8804928849>

September monthly meeting minutes

External

Inbox



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September 7, 2021 Membership meeting minutes

Present: John Russell, Cathe Mazza, Ed Matson, Alexis
Swagemaker, Eric Epstein, Caralee Rochovansky, Alan Gawel,

Sherm Green, Dan Soule, Matt Starr, Jean Speck, Wendell Soule, Bonnie Donzella, MaryAnn Van Valkenburg, Gary Hock, Tim Limbos.

call to order @ 19:04

Pledge of Allegiance

A. **Motion** to add 9/11 remembrance ceremony to New Business by the President, seconded by Wendell. Voting in favor: Wendell Soule, Jean Speck, Alexis Swagemaker, Cathe Mazza, Sherm Green, Ed Matson, Matt Starr, Caralee Rochovansky, Alan Gawel. Voting no: no one. No abstentions. Motion carries.

B. **Motion** to add Parade of Lights to New Business by the President, seconded by Caralee Rochovansky. Voting in favor: Ed Matson, Caralee Rochovansky, Sherm Green, Alan Gawel, Cathe Mazza, Alexis Swagemaker, Matt Starr, Jean Speck, Wendell Soule. Voting no: no one. No abstentions. Motion carries.

C. **Motion** to add EMS scheduling software to New Business by the President, seconded by Caralee. Voting in favor: Ed Matson, Mary Ann Van Valkenburg, Jean Speck, Sherm Green, Bonnie Donzella, Wendell Soule, Cathe Mazza, Alan Gawel, Alexis Swagemaker, Caralee Rochovansky, Matt Starr. Voting no: no one. No abstentions. Motion carries.

1. Public/member comment: Eric gave a heads up about Fire Prevention week and traffic help needed for the Pumpkin Run on Oct. 31.

2. Treasurer's Report: Sherm Green made a **motion**, seconded by Caralee Rochovansky, to pay the bills as presented. Voting in favor: Sherm Green, Cathe Mazza, Alan Gawel, Bonnie Donzella, Mary Ann Van Valkenburg, Caralee Rochovansky, Jean Speck, Ed Matson, Matt Starr, Wendell Soule, Gary Hock, Alexis Swagemaker. Voting no: no one. Abstentions: Tim Limbos. Motion carries.

3. President's Report:

- a. We sent a letter of condolence to Burlington Fire Department and a patch for the fence in New Hartford.
- b. Constitution correction: the President re-affirmed Article 4, middle paragraph, section 2 being approved in 2017.
- c. We have paid the CT state firefighter dues for Chiefs (members already covered).
- d. The nominating committee for 2022 elections is Matt Starr, Dan Kabasakalian and Anne Bisenius.

4. Correspondence: no report

5. Approval of August minutes: **motion** to approve by the President, seconded by Caralee Rochovansky. Voting in favor: Mary Ann VanValkenburg, Cathe Mazza, Sherm Green, Ed Matson, Alexis Swagemaker, Wendell Soule, Caralee Rochovansky, John Russell, Jean Speck, Bonnie Donzella, Alan Gawel. Voting no: no one. Abstentions: Matt Starr, Tim Limbos, Gary Hock. Motion carries.

6. Membership: no report

7. Executive Committee: correction to the minutes of Aug. 23 is a spelling error regarding Bonnie Donzella, not Connie, passing the course. Also an addition that Caralee Rochovansky passed the instructor's course too.

8. Old Business

A. Foundation Committee: our consultant will visit on Sept. 25th. Next committee meeting is Sept. 12th and every Sunday thereafter.

B. Back Building: Dan Soule made a **motion** to approve the Lease Agreement as distributed, seconded by Caralee Rochovansky. Voting in favor: Ed Matson, Wendell Soule, John Russell, Matt Starr, Gary Hock, Alan Gawel, Tim Limbos, Jean Speck, Caralee Rochovansky. Voting no: no one. Abstentions: Alexis Swagemaker, Cathe Mazza, Mary Ann Van Valkenburg, Bonnie Donzella. Motion carries. The lease is on file with KVFD President.

C. COVID safety protocols: the President asked if we should be considering mandating our members be vaccinated. This was just a thought raised-there was no discussion.

D. Ice Maker: Sherm reported that Dean Ackerman is working on it.

9. New Business

E. Treasurer: no nomination to fill the position yet.

F. Incentive Policy SOP 1-11 and 1-12. After a historical narrative was given by the President, he made a **motion** to affirm SOP 1-11 and 1-12 showing stipend amounts \$25/6hr shift, \$10/scramble transport and \$5 first responder if transporting with mutual aid. The motion was seconded by Caralee Rochovansky. Voting in favor: John Russell, Bonnie Donzella, Mary Ann Van Valkenburg, Alan Gawel, Caralee Rochovansky, Wendell Soule, Tim Limbos. Voting no: Gary Hock, Matt Starr. Abstentions: Cathe Mazza, Ed Matson. Motion carries. Documents are at the end of the minutes.

G. Warned Expenditures:

i. Tower: pass

ii. Overhead doors: no quote yet but replaced door button.

iii. Decals: in the works

iv. Technology: pass

v. Ambulance 2: Bonnie Donzella made a **motion** to spend \$3478.79 on modifications, seconded by Caralee Rochovansky. Voting in favor: Alan Gawel, Ed Matson, John Russell, Bonnie Donzella, Mary Ann VanValkenburg, Caralee Rochovansky, Jean Speck, Wendell Soule, Tim Limbos. Voting no: no one. Abstentions: Cathe Mazza. Motion carries.

Another **motion** was made by Alan Gawel to use money from the ambulance replacement fund for the A2 modifications just approved, seconded by Ed Matson. Voting in favor: Bonnie Donzella, Alan Gawel, Ed Matson, Wendell Soule, John Russell, Mary Ann Van Valkenburg, Tim Limbos, Caralee Rochovansky, Jean Speck. Voting no: no one. Abstentions: Cathe Mazza. Motion carries.

vi. Parking lot signs: the President made a **motion** to spend up to \$170 for six gravel parking lot signs, seconded by Caralee Rochovansky. Voting in favor: John Russell, Alan Gaweł, Mary Ann Van Valkenburg, Bonnie Donzella, Caralee Rochovansky, Wendell Soule, Jean Speck. Voting no: no one. Abstentions: Cathe Mazza, Ed Matson. Motion carries.

vii. EMS scheduling software: long discussion about the one year extension to the current contract. Eric Epstein made a **motion**, seconded by Caralee Rochovansky, to approve the scheduling software at no increased cost as long as the one year date in contract is verified. Voting in favor: Bonnie Donzella, Cathe Mazza, Wendell Soule, Alan Gaweł, John Russell, Tim Limbos, Mary Ann Van Valkenburg, Jean Speck, Gary Hock, Caralee Rochovansky. Voting no: no one. Abstentions: Ed Matson. Motion carries.

viii. Parade of Lights: time to be planning is now. Mary Ann Van Valkenburg made a **motion**, seconded by John Russell, to hold the Parade of Lights. Voting in favor: Wendell Soule, Alan Gaweł, Bonnie Donzella, Mary Ann Van Valkenburg, John Russell, Cathe Mazza, Ed Matson, Jean Speck. Voting no: no one. No Abstentions. Motion carries.

viv. 9/11 ceremony: no expense to the department.

x. Fire Service Instructor Training expense: pass.

xi, Billable non-transport EMS calls: discussion preceded a general agreement to bill "treat and no transport" calls.

10. Chief's Report:

*pumpkin run and fire prevention week info will be announced as dates get closer.

* Jack Osborne service on Saturday 9/11

*John Lindsay celebration of life on Friday 9/16

* Highwatch curbs need to be reviewed with the trucks to make sure our vehicles will have access.

* NW fire chiefs meeting: Millerton fire hydrants are out of service for next few months.

* water calls: send Rescue 8 along with the boat.

* 18 calls in August: the boat performed well in the Woodbury swift water rescue.

*OSHA safety training coming soon.

11. Line Officer's: no report. Airpack quarterly training will be on Sept. 8 at 7 p.m.

12. Ambulance Chief's Report: 31 calls in August. Thanks to Mary Ann, Art and Jean for their help at the training for Kent School employees (100 people over two days).

13. Appointed Positions:

Recruitment: needs help moving a sign and will need help at the Pumpkin Run staffing a table.

14. Committee Reports:

Golf: will need help day of the tournament. Please contact Scott or Bonnie.

15. Auxiliary: no report

16. Juniors: no report

17. Expenditure Warnings: Overhead doors, OSHA safety program, water rescue gear and supplies, Back Building repairs, Technology, fireproof fire cabinets, landscaping, tow chain, and fire prevention week materials.

Adjourned at 21:56

respectfully submitted,

Cathe Mazza, Secretary

Documents referred to in 9.F. by the President:

1. Reconciliation and affirmation of SOP 1-11 & 1-12 Call & Shift Stipend Policy; Sept. 2021

Final, affirmed SOP is at the bottom of this document and, upon approval, will be forwarded to

the Technology Officer for posting and the Secretary for updating of our master documents.

Narrative emailed to membership July 6, 2021 and then read to membership on Sept. 7, 2021.

(Meeting minutes referred to in this narrative are on file with the Secretary).

At this time our published Incentive SOPs 1-11 & 1-12 direct the use of gas cards for KVFD EMS responders. After searching paper files, email and g-drive, no approved version was found of the Incentive SOP that we have been following for the past several years. I called in Bonnie, Caralee and Tim for help, as they were involved in the last stipend SOP changes. We identified a draft SOP that was attached to the October 5, 2015 Membership Meeting minutes (doc attached). However, motions to approve these SOP changes were voted down in December, largely due to confusion about the proposed changes. In the attached January 4, 2016 Membership Meeting minutes, the Secretary recorded a motion to "accept the

Shift Incentive Policy (SOP) as distributed with "noted changes addressed during discussion." (Highlight added). The motion was approved by the membership but the Secretary's handwritten notes from that meeting do not say what the "changes" were. However, Caralee, Bonnie, Tim and I confidently recall that those "changes" were to return the stipend amounts back to their original levels of \$50/12 hr. shift, \$25/6 hr. shift, \$10/scramble transport and \$5/first

responder if transporting with mutual aid. Not \$40, \$20, \$25, \$20 respectively. The group recalled that during that meeting some members objected to the lowering of the Shift Incentive amounts. In other words, we feel confident that "noted changes addressed during discussion" were that the membership wanted to keep the stipend amounts printed in red strikethroughs in the October draft but accept all other changes in blue. The Call Incentive Policy (SOP) was

also approved "as distributed" in January. It is confirmed that after the January approval of the SOP, both Ambulance Chief Mike Petrone and later, Ambulance Chief Mary Ann, instructed then

Asst. Ambulance Chief Bonnie Donzella to follow the SOP (as has been described

above) when reporting stipend amounts to the Bookkeeper and Treasurer. When Bonnie became Ambulance Chief she continued to follow this SOP with, again, the strikethrough amounts shown in red in the October 2015 minutes. I have advised her to continue following this SOP, as hereby interpreted, until the membership decides a course of

action. Last Monday, the EC unanimously voted to recommend to the membership that the membership affirm SOP 1-11 & 1-12 (which were approved at the 1/4/16 Annual meeting) with \$50/twelve-hour shift, \$25/six-hour shift, \$10/call transport (when not on a shift) and \$5/transport with mutual aid. After the SOP is affirmed by the membership the SOP will be posted on our website and the Secretary's master doc will be updated.

(see next page)

COPIED DIRECTLY FROM OCTOBER 5, 2015 MEMBERSHIP MEETING MINUTES

Tim L. proposed Stipend Policy changes . Additional spelling corrections are also being submitted.

Changes/Additions in blue, current wording to be removed in red strikethrough.

KENT VOLUNTEER FIRE DEPARTMENT

Policy December 2, 2013, Updated July 7th 2014

EMS SHIFT INCENTIVE/ STIPEND

I. PURPOSE: To establish a procedure for a shift incentive for EMS responders.

II. PROCEDURES:

A. Shift requirements

1. All shifts must be entered in Rescue Booker or other type of scheduling

software the department uses.

a. In the case of shift swaps or other changes in coverage, the change must

be logged in the scheduling software or e-mailed to the Ambulance Chief.

b. Stand bys will be paid out as shift time on duty to those that take a stand

by at an event. The person or persons will be required to stay at the event for the

total time needed for coverage. The Ambulance Chief or designee will inform the

membership on how many people will be needed for a stand by and what

equipment will be needed for the event.

2. Failure to respond to a call while on shift

a. Members are expected to respond to EMS calls during their shift. If

extenuating circumstance exists, the Ambulance Chief must be notified by e-mail

within 24 hours.

b. Absent extenuating circumstance, in the event a member does not

respond to a call during a shift, the incentive for that shift will be forfeited.

c. A second offense within the same month forfeits the incentive for the

month

d. Members found to remove themselves from the schedule within 12 hours

of the beginning of the shift without notifying the Ambulance Chief will be treated the

same as if the member failed to respond to a call.

B. Incentives

1. The Department will offer members an incentive based upon the member's

certification level. Incentives will be paid monthly.

a. A certified EMT (or higher), certified EMR, or department-certified driver

will accrue \$40.00 50.00 per 12-hour shift.

b. A certified EMT (or higher), certified EMR, or department-certified driver

will accrue \$20.00 25.00 per 6-hour shift or more up to 12 hours.

2. Monthly totals accrued will be awarded in the form of a check made out to the individual.

3. Shifts incentives will be paid to know more than a three person crew.

4. Stand bys will be paid out based on how many personal personnel are needed for coverage at a special event.

5. Shifts for the second Ambulance will only be covered by transport incentive only and paid out as a transport incentive.

C. Records

1. In cooperation with the Department Records Clerk, the Ambulance Chief will maintain records of members who have signed up for shifts.

2. A report will be made available by the end of the first week of each month for the previous month. Any dispute/corrections must be submitted within seven days.

D. Procurement

1. In cooperation with the Department Treasurer, The Ambulance Chief will submit

a monthly list to the Treasurer. to the treasure for of each
qualifying member member

qualifying for the Incentive Members will receive one check in the
amount accrued

during the previous month.

2. Checks will be delivered to members by the end of the next
month.

E. Special Note

1. All EMS responders will automatically be enrolled in the
incentive program.

a. Members may opt-in or opt-out of the program at any time.

2. If a member receives total incentives equal to or greater than
the applicable IRS

threshold, a form 1099 will be issued.

3. This Policy is effective upon its passage.

Changes/Additions in blue, current wording to be removed in red
strikethrough.

KENT VOLUNTEER FIRE DEPARTMENT

Policy December 2, 2013

EMS CALL INCENTIVE/ STIPEND

I. PURPOSE: To establish a procedure for a per-call incentive for
EMS response.

II. PROCEDURES:

A. Definition of response levels:

1. Transporting crew

a. This designation refers to the driver and certified crew, who
transport a patient to a

receiving hospital or Lifestar landing zone on board Kent
Ambulance. This also includes the driver

of the paramedic intercept vehicle.

2. First responders, in the case of mutual aid transport

a. This designation refers to the medically certified responders, who respond to the scene

on a call in town, and who provide care while awaiting a mutual aid transport ambulance.

3. On-scene assistance

a. This designation refers to any member on scene, who provides care as a certified

responder and those members who respond for lift assist, but do not transport to the hospital or

landing zone.

B. Incentives

1. The Department will offer members who do not take the per shift incentive a per-call

incentive based upon the level of response defined above.

Incentives will be paid monthly.

a. Transporting crew will accrue \$25.00 10.00 per call.

b. First responders in the case of mutual aid transport will accrue \$20.00 5.00 per call.

2. Monthly totals accrued will be awarded in the form of cash check.

C. Records

1. In cooperation with the Department Records Clerk, the Ambulance Chief will maintain

records of call response and response level for any member who responds to EMS calls.

2. A report will be made available by the end of the first week of each quarter for the previous

quarter. Any dispute/corrections must be submitted within seven days.

D. Procurement

1. In cooperation with the Department Treasurer, The Ambulance Chief will supply the

Department Treasurer with the names and totals shifts and calls each member went on. Members will receive a check at the end of each month in the amount that equals the totals shifts and calls they went on.

2. Checks will be delivered to members within the first two weeks of the following month.

E. Special Note

1. All EMS responders will automatically be enrolled in the incentive program.

a. Members may opt-in or opt-out of the program at any time.

2. If a member receives total incentives equal to or greater than the applicable IRS threshold, a form 1099 will be issued.

3. This Policy is effective upon its passage.

[CORRECTED SOPs 1-11 & 1-12 FOR FILING & POSTING on next page]

CORRECTED SOPs 1-11 & 1-12 FOR FILING & POSTING - Sept. 2021

SOP 1-11 Approved December 2, 2013, Updated July 7th 2014 and January 4, 2016.

Reaffirmed September 7 2021.

EMS SHIFT INCENTIVE/STIPEND

I. PURPOSE: To establish a procedure for a shift incentive for EMS responders.

II. PROCEDURES:

A. Shift requirements

1. All shifts must be entered in Rescue Booker or other type of scheduling software the department uses.

a. In the case of shift swaps or other changes in coverage, the change must be

logged in the scheduling software or e-mailed to the Ambulance Chief.

b. Stand bys will be paid out as shift time on duty to those that take a stand by at

an event. The person or persons will be required to stay at the event for the total time

needed for coverage. The Ambulance Chief or designee will inform the membership on

how many people will be needed for a stand by and what equipment will be needed for

the event.

2. Failure to respond to a call while on shift

a. Members are expected to respond to EMS calls during their shift. If

extenuating circumstances exist, the Ambulance Chief must be notified within 24 hours.

b. Absent extenuating circumstances, in the event a member does not respond to

a call during a shift, the incentive for that shift will be forfeited.

c. A second offense within the same month forfeits the incentive for the month

d. Members found to remove themselves from the schedule within 12 hours of

the beginning of the shift without notifying the Ambulance Chief will be treated the same as if the

member failed to respond to a call.

B. Incentives

1. The Department will offer members an incentive based upon the member's

certification level. Incentives will be paid monthly.

a. A certified EMT (or higher), certified EMR, or department-certified driver will

accrue \$50.00 per 12-hour shift.

b. A certified EMT (or higher), certified EMR, or department-certified driver will

accrue \$25.00 per 6-hour shift or more up to 12 hours.

2. Monthly totals accrued will be awarded in the form of a check made out to the

individual.

3. Shifts incentives will be paid to know more than a three person crew.

4. Stand bys will be paid out based on how many personnel are needed for coverage at

a special event.

5. Shifts for the second Ambulance will be covered by transport incentive only and paid

out as a transport incentive.

C. Records

1. In cooperation with the Department Records Clerk, the Ambulance Chief will maintain

records of members who have signed up for shifts.

2. A report will be made available by the end of the first week of each month for the

previous month. Any dispute/corrections must be submitted within seven days.

D. Procurement

1. The Ambulance Chief will submit a monthly list to the Treasurer of each member

qualifying for the incentive. Members will receive one check in the amount accrued during the

previous month.

2. Checks will be delivered to members by the end of the next month.

E. Special Note

1. All EMS responders will automatically be enrolled in the incentive program.

a. Members may opt-in or opt-out of the program at any time.

2. If a member receives total incentives equal to or greater than the applicable IRS

threshold, a form 1099 will be issued.

3. This Policy is effective upon its passage.

[SOP 1-12 next page]

SOP 1-12 Approved December 2, 2013, Updated July 7th 2014 and January 4, 2016.

Reaffirmed September 7 2021.

EMS CALL INCENTIVE/ STIPEND

I. PURPOSE: To establish a procedure for a per-call incentive for EMS response.

II. PROCEDURES:

A. Definition of response levels:

1. Transporting crew

a. This designation refers to the driver and certified crew, who transport a patient

to a receiving hospital or Lifestar landing zone on board Kent Ambulance. This also

includes the driver of the paramedic intercept vehicle.

2. First responders, in the case of mutual aid transport

a. This designation refers to the medically certified responders, who respond to

the scene on a call in town, and who provide care while awaiting a mutual aid transport

ambulance.

3. On-scene assistance

a. This designation refers to any member on scene, who provides care as a

certified responder and those members who respond for lift assist, but do not transport to

the hospital or landing zone.

B. Incentives

1. The Department will offer members who do not take the per shift incentive a per-call

incentive based upon the level of response defined above.

Incentives will be paid monthly.

a. Transporting crew will accrue \$10.00 per call.

b. First responders in the case of mutual aid transport will accrue \$5.00 per call.

2. Monthly totals accrued will be awarded in the form of cash check.

C. Records

1. In cooperation with the Department Records Clerk, the Ambulance Chief will maintain

records of call response and response level for any member who responds to EMS calls.

2. A report will be made available by the end of the first week of each quarter for the

previous quarter. Any dispute/corrections must be submitted within seven days.

D. Procurement

1. The Ambulance Chief will supply the Department Treasurer with the names and totals

shifts and calls each member went on. Members will receive a check at the end of each month

in the amount that equals the totals shifts and calls they went on.

2. Checks will be delivered to members within the first two weeks of the following month.

E. Special Note

1. All EMS responders will automatically be enrolled in the incentive program.

a. Members may opt-in or opt-out of the program at any time.

2. If a member receives total incentives equal to or greater than the applicable IRS

threshold, a form 1099 will be issued.

3. This Policy is effective upon its passage.

Kent Volunteer Fire Department, Inc.

Regular Monthly Meeting Minutes

October 05, 2015 Kent Firehouse Meeting Room 1930 hours

Chair: President Jim Canning

Secretary: Caralee Rochovansky

Members In Attendance : Anne Bisenius, Joe Bisenius, Jim Canning, John Christen, Bonnie Donzella, Eric Epstein, Alan Gawel, Dan Kabasakalian, Rob Kennedy, Tim Limbos, Veronica Limbos, Jeremy Matson, Audra Petrone, Mike Petrone, Caralee Rochovansky, Jean Speck, Rebecca Trautmann, Ed Tuz, Mary Ann Vanvalkenburg, Adam Woodruff.

Auxiliary in Attendance: None

Juniors in Attendance: None

Guests in Attendance: None

Quorum Achieved: 1935 hours

Call to Order: 1936 hours

Pledge of Allegiance and minute of silence in memory of recently passed member Eugene

(Rusty) O'Meara.

Minutes: Anne B. made a motion to accept the September 8, 2015 minutes as distributed.

Seconded by Veronica L. Voting yes: Anne B., Joe B., Jim C., Bonnie D., Eric E., Alan G., Dan K., Rob K., Tim L.,

Veronica L., Jeremy M., Audra P., Mike P., Caralee R., Jean S., Rebecca T., Mary Ann V. and Adam W.

Motion Approved Unanimously.

Public Comment: Add election of Lieutenant to the agenda.

Correspondence:

Secretary read a note of thanks from Vanessa Peschel.

Membership: None

Treasurer's Report: Jim C., as acting Treasurer, gave the Treasurer's Report.

Veronica L. made a motion to accept the Treasurer's report and pay the bills as read.

Seconded by Rebecca T. Voting yes: Anne B., Joe B., Jim C., Bonnie D., Eric E., Alan G., Dan K., Rob K.,

Veronica L., Jeremy M., Audra P., Mike P., Caralee R., Jean S., Rebecca T., Mary Ann V. and Adam W.

Motion Approved Unanimously.

1 of 8

Officer's Reports:

Chief: Eric E. reviewed the month's fire calls. He also reported on the upcoming local events

for which the fire department provides support; trucks to the nursery schools, Quiz night on

Oct. 24th, the Pumpkin Run on Oct. 25th, would need our help and support as well as the

Thriller flash dance on Oct. 31st will be off street this year. Eric also reported on the Fiber-link

direct link to LCD plus 20+ other fire departments which is now set up and operating in our

radio room. On October 27th the joint meeting of the NM area fire chiefs will be held at our

firehouse.

Ambulance Chief: Mike P. reported on the Rescue Bridge software asking that all members

log in and familiarize themselves with it.

President: Jim C. reported that he attended the public meeting at The Kent about the closure

and that there are still 19 residents living at The Kent.

Captains: Tim L. reported on the door markers for the fire service are now located on the fire

apparatus and that he has demo Knox boxes for members of the community to see how they

might be of use and secured to their property.

Appointed Positions Reports:

Juniors: Bonnie D. reported that the pancake breakfast was a success and the Juniors cleared

over \$500.00 from sales and donations from some 90 residents being served breakfast.

Communications: None

Committee Reports: Mary Ann V. reported on the Santa Express Christmas fund raiser

concept that she and Gwen P. introduced at the last meeting.

Mary Ann V. made a motion to

approve the Santa Express budget as submitted. Seconded by Alan G. Voting yes: Anne B., Joe B.,

Jim C., Bonnie D., Eric E., Alan G., Dan K., Rob K., Tim L., Veronica L., Jeremy M., Audra P., Mike P., Caralee R., Jean S., Rebecca T., Mary Ann V. and Adam W.

Motion Approved Unanimously.

Driver Training Committee will meet every other Tuesday evening at 7 pm.

Jim C. reported the Golf Tournament final numbers have not been completed.

Old Business:

Back Building - Jim C. reported some new tenants want to rent some space in the back

building. The committee is following up on it.

Anyone wishing to be on the recently formed Solar Panel Committee should contact Jim C.

Jim C. reported on the efficacy of a department credit card as opposed to the use of bank

transfers. A policy would need to be drafted if we wish to pursue the department credit card

form of payment.

2 of 8

Election of Lieutenant - Tim L. nominated Dan K. for Lieutenant. Seconded by Anne B. Dan

K. declined. No other nominations were presented. The position remains unfilled.

New Business:

Nominating Committee - No members present volunteered to be on the Nominating

Committee.

Alan G. made a motion to table.....Motion Withdrawn.

Alan G. made a motion to approve Bonnie D., Veronica L. and Tim L. to be the nominating

committee for the January election. Seconded by Rebecca T.

Voting yes: Anne B., Joe B., Jim C., Bonnie

D., Eric E., Alan G., Dan K., Rob K., Tim L., Veronica L., Jeremy M., Audra P., Mike P., Caralee R., Jean S., Rebecca T.,

Mary Ann V. and Adam W.

Motion Approved Unanimously.

Jim C. asked for volunteers to assist with the fund raising letter and received several members

names wishing to help.

Eric E. circulated proposed Constitution and By-Law changes to be voted on in December.

Changes/Additions in blue as proposed - In the 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 not vote, pay 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.

Changes/Additions in blue as proposed - In the By-laws

3 of 8

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
 2. extend the probationary period by six months retroactive to the date of the original
- date
- requirements, or request.

4 of 8

Changes/Additions in blue, current wording to be removed in red strikethrough.

Alan made a motion to change the By-Laws for Assistant Ambulance Chief, ARTICLE IV,

Section III:: To be eligible for Ambulance Chief, a member must be Connecticut certified as

an EMT-B or higher and must have served as an active emergency member with said

certification for three years and must have completed FEMA ICS-200 "Basic Incident

Command System." To be eligible for Assistant Ambulance Chief, a member must be

Connecticut certified as an EMT-B EMR or higher and must have served as an active

emergency member with said certification for three two years and must have completed

FEMA ICS-200 "Basic Incident Command System."

Discussion followed with motion receiving no second.

Tim L. proposed Stipend Policy changes . Additional spelling corrections are also being submitted.

Changes/Additions in blue, current wording to be removed in red strikethrough.

KENT VOLUNTEER FIRE DEPARTMENT

Policy December 2, 2013, Updated July 7th 2014

EMS SHIFT INCENTIVE/ STIPEND

I. PURPOSE: To establish a procedure for a shift incentive for EMS responders.

II. PROCEDURES:

A. Shift requirements

1. All shifts must be entered in Rescue Booker or other type of scheduling

software the department uses.

a. In the case of shift swaps or other changes in coverage, the change must

be logged in the scheduling software or e-mailed to the Ambulance Chief.

b. Stand bys will be paid out as shift time on duty to those that take a stand

by at an event. The person or persons will be required to stay at the event for the

total time needed for coverage. The Ambulance Chief or designee will inform the

membership on how many people will be needed for a stand by and what

equipment will be needed for the event.

5 of 8

2. Failure to respond to a call while on shift

a. Members are expected to respond to EMS calls during their shift. If

extenuating circumstance exists, the Ambulance Chief must be notified by e-mail

within 24 hours.

b. Absent extenuating circumstance, in the event a member does not

respond to a call during a shift, the incentive for that shift will be forfeited.

c. A second offence within the same month forfeits the incentive for the

month

d. Members found to remove themselves from the schedule within 12 hours

of the beginning of the shift without notifying the Ambulance Chief will be treated the

same as if the member failed to respond to a call.

B. Incentives

1. The Department will offer members an incentive based upon the member's

certification level. Incentives will be paid monthly.

a. A certified EMT (or higher), certified EMR, or department-certified driver

will accrue \$40.00 50.00 per 12-hour shift.

b. A certified EMT (or higher), certified EMR, or department-certified driver

will accrue \$20.00 25.00 per 6-hour shift or more up to 12 hours.

2. Monthly totals accrued will be awarded in the form of a check made out to the

individual.

3. Shifts incentives will be paid to know more than a three person crew.

4. Stand bys will be paid out based on how many personal personnel are needed

for coverage at a special event.

5. Shifts for the second Ambulance will only be covered by transport incentive

only and paid out as a transport incentive.

C. Records

1. In cooperation with the Department Records Clerk, the Ambulance Chief will

maintain records of members who have signed up for shifts.

2. A report will be made available by the end of the first week of each month for

the previous month. Any dispute/corrections must be submitted within seven days.

D. Procurement

1. In cooperation with the Department Treasurer, The Ambulance Chief will submit

a monthly list to the Treasurer. to the treasure for of each qualifying member member

qualifying for the Incentive Members will receive one check in the amount accrued

during the previous month.

2. Checks will be delivered to members by the end of the next month.

E. Special Note

1. All EMS responders will automatically be enrolled in the incentive program.

a. Members may opt-in or opt-out of the program at any time.

2. If a member receives total incentives equal to or greater than the applicable IRS

threshold, a form 1099 will be issued.

3. This Policy is effective upon its passage.

Changes/Additions in blue, current wording to be removed in red strikethrough.

KENT VOLUNTEER FIRE DEPARTMENT

Policy December 2, 2013

EMS CALL INCENTIVE/ STIPEND

I. PURPOSE: To establish a procedure for a per-call incentive for EMS response.

II. PROCEDURES:

A. Definition of response levels:

1. Transporting crew

a. This designation refers to the driver and certified crew, who transport a patient to a

receiving hospital or Lifestar landing zone on board Kent Ambulance. This also includes the driver

of the paramedic intercept vehicle.

2. First responders, in the case of mutual aid transport

a. This designation refers to the medically certified responders, who respond to the scene

on a call in town, and who provide care while awaiting a mutual aid transport ambulance.

3. On-scene assistance

a. This designation refers to any member on scene, who provides care as a certified

responder and those members who respond for lift assist, but do not transport to the hospital or landing zone.

B. Incentives

1. The Department will offer members who do not take the per shift incentive a per-call

incentive based upon the level of response defined above.

Incentives will be paid monthly.

a. Transporting crew will accrue \$25.00 10.00 per call.

b. First responders in the case of mutual aid transport will accrue \$20.00 5.00 per call.

2. Monthly totals accrued will be awarded in the form of cash check.

C. Records

1. In cooperation with the Department Records Clerk, the Ambulance Chief will maintain

records of call response and response level for any member who responds to EMS calls.

2. A report will be made available by the end of the first week of each quarter for the previous

quarter. Any dispute/corrections must be submitted within seven days.

D. Procurement

7 of 8

1. In cooperation with the Department Treasurer, The Ambulance Chief will supply the

Department Treasurer with the names and totals shifts and calls each member went on. Members will receive a check at the end of each month in the amount that equals the totals shifts and calls they went on.

2. Checks will be delivered to members within the first two weeks of the following month.

E. Special Note

1. All EMS responders will automatically be enrolled in the incentive program.

a. Members may opt-in or opt-out of the program at any time.

2. If a member receives total incentives equal to or greater than the applicable IRS threshold, a form 1099 will be issued.

3. This Policy is effective upon its passage.

All changes to the Constitution or By-Laws will be voted on at the December monthly meeting.

Bonnie D. made a motion to adjourn the meeting. Seconded by Caralee R. Voting yes: Anne B., Joe

B., Jim C., John C. Bonnie D., Eric E., Alan G., Dan K., Rob K., Tim L., Veronica L., Jeremy M., Audra P., Mike P.,

Caralee R., Jean S., Rebecca T., Ed T., Mary Ann V. and Adam W.

Motion Approved Unanimously.

Meeting adjourned at 2049 hours.

Respectfully Submitted,

Caralee Rochovansky,

Secretary,

Kent Volunteer Fire Department, Inc.



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Capital Budget Meeting Agenda

Tuesday, September 21, 2021 7:30PM

Zoom only unless meeting room is requested by members

Join Zoom Meeting

<https://us02web.zoom.us/j/85131097391?pwd=eGhVaGN3TWNLenZPTolQbopPOFczUTo9>

(Additional access information below)

Call to order

Public/Member Comment

Department Capital Budget

Adjourn

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: KVFD Capital Budget meeting

Time: Sep 21, 2021 07:30 PM Eastern Time (US and Canada)

Meeting ID: 851 3109 7391

Passcode: 816314

One tap mobile

+13126266799,,85131097391#,,,,*816314# US (Chicago)

+19292056099,,85131097391#,,,,*816314# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 851 3109 7391

Passcode: 816314

Find your local number: <https://us02web.zoom.us/j/kq9oRFBq4>



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda
Monday, October 4, 2021 7:00PM

Zoom only unless meeting room is requested by members

<https://us02web.zoom.us/j/8804928849?pwd=TTdvZUpWYjFsQ3diWEFnQWJTS29Kdz09>

Call to order

Pledge of Allegiance

Public/Member Comment

Treasurer's Report

President's Report

Correspondence

Approval of September Membership Meeting minutes

Membership (possible executive session)

Executive Committee

Old Business

Foundation Committee

COVID-19 Revised Interim Safety Protocols

Ice Maker

New Business:

2022 budget

2022 capital budget

Election of Treasurer

Investment Policy changes

Warned expenditures;

- Landscaping services
- Water rescue gear/supplies
- Fire Prevention materials
- OSHA Consultant
- Back building repairs
- Fireproof cabinet
- Tower

- Overhead doors
- Decals for Marine 1
- Technology/Door code system
- Tow chain

Billable Non-Transport EMS calls

Change to Flowers Policy

Emergency Management Office

Stipend Committee

AFG & ARPA grants

MOU for a state MCV (Mobile Communications Vehicle) partnership

Halloween

Parade of Lights

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

- Facilities/Landscaping
- Recruitment
- Tax Abatement
- Software

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: KVFD October Membership meeting

Time: Oct 4, 2021 07:00 PM Eastern Time (US and Canada)

Meeting ID: 880 492 8849

Passcode: bd81QK

One tap mobile

+13017158592,,8804928849#,,,,*396361# US (Washington DC)

+13126266799,,8804928849#,,,,*396361# US (Chicago)

Dial by your location



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

JS (Washington DC)

JS (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 880 492 8849

Passcode: 396361

Find your local number: <https://us02web.zoom.us/j/kb2esLGEFV>

October 4, 2021 Monthly membership meeting minutes

Present: John Russell, Cathe Mazza, Gary Hock, Tim Limbos, Bonnie Donzella, Eric Epstein, Alan Gawel, Jill Scholsohn, Mary Ann VanValkenburg, Ed Matson, Wendall Soule, Jean Speck, John Christen. Guest: David Becker.

Call to order @ 17:03

Pledge of Allegiance

Motion by the President, seconded by Bonnie Donzella, to add the Back Building sublet and loading dock junk removal to the agenda. Voting yes: John Russell, Bonnie Donzella, Cathe Mazza, Alan Gawel, Tim Limbos. Voting no: no one. No abstentions. Motion carries.

Motion by the President, seconded by Bonnie Donzella, to add CPR fundraiser for Kent Early Learning Center to new business. Voting yes: Bonnie Donzella, Wendall Soule, John Russell, Cathe Mazza, Jill Scholsohn, Ed Matson, Mary Ann VanValkenburg, Tim Limbos, Alan Gawel, Tim Limbos. Voting no: no one. Abstentions: Jean Speck. Motion carries.

Public/member comment: Eric said that at the last county chiefs meeting, KVFD was recognized for their outstanding job in helping to recover the State Trooper.

1. Treasurer's Report: Bonnie Donzella made a **motion**, seconded by Alan Gawel, to pay the bills as read. Voting yes: Ed Matson, Alan Gawel, John Russell, Bonnie Donzella, Jill Scholsohn, Wendall Soule, Cathe Mazza, Mary Ann VanValkenburg. Voting no: no one. No abstentions. Motion carries. There will be a working meeting on Oct. 5th at 730 p.m. for the Capital Plan.

2. President's Report: work is being done in preparation of the audit.

3. Correspondence: two donations and accompanying letters were read.

4. September monthly membership minutes: Bonnie Donzella made a **motion**, seconded by John Russell, to approve the minutes. Voting yes: Cathe Mazza, Wendall Soule, John Russell, Bonnie Donzella, Ed Matson, Alan Gawel, Jean Speck, Jill Scholsohn, John Christen, Mary Ann VanValkenburg. Voting no: no one. Abstentions: Tim Limbos. Motion carries.

5. Membership: no report

6. Executive: minutes were emailed on Oct. 2.

7. Old Business

a. Foundation Committee; consultants are working on their draft.

b. COVID: no update

c. Ice Maker: John Russell made a **motion**, seconded by Jean, to replace the icemaker in the kitchen with a similar model. **Motion was retracted** as our finance policy allows for replacement of items. Tim Limbos has agreed to do more research.

8. New Business

a. 2022 Budget: need all estimates please. Meetings will be held 10/5, 10/12 and 10/19.

b. 2022 Capital Plan:

c. Election of Treasurer: no update

d. Investment Policy Changes: Tim Limbos made a **motion**, seconded by Alan Gawel, to approve the investment policy as presented. After discussion, the President **tabled Tim's motion**. After more discussion, Alan Gawel made a **motion**, seconded by Bonnie Donzella, to table the motion on investment policy changes. Voting yes: Bonnie Donzella, Alan Gawel, John Russell, Mary Ann VanValkenburg, John Christen, Jean Speck, Jill Scholsohn, Cathe Mazza, Wendall Soule. Voting no: no one. Abstentions: Ed Matson. Motion carries.

Bonnie Donzella made a **motion**, seconded by Alan Gawel, to add Constitution and ByLaw changes to new business {the change would be to allow the EC to appoint the Investment Committee chair}. Voting yes: Bonnie Donzella, John Russell, Alan Gawel, Jean Speck, Cathe Mazza, Tim Limbos, Mary Ann VanValkenburg, Gary Hock, Wendall Soule, John Christen. Voting no: no one. Abstentions: Ed Matson. Motion carries.

e. Warned Expenditures:

i. Landscaping services: John Russell made a **motion**, seconded by Mary Ann VanValkenburg, to approve the landscape proposal for both garden beds outside the radio room window and chief's window for \$912 from Karen Soule. Voting yes: Alan Gawel, Bonnie Donzella, John Russell, Cathe Mazza, Ed Matson, Mary Ann VanValkenburg, Jill Scholsohn, John Christen. Voting no: no one. Abstentions: Wendall Soule, Jean Speck. Motion carries.

ii. Water rescue gear/supplies: tabled

iii. Fire prevention materials: found them upstairs

iv. OSHA consultant: Alan Gawel made a **motion**, seconded by Bonnie Donzella, to spend up to \$500 to hire Tom Baldwin for OSHA consulting. Voting yes: Cathe Mazza, Wendall Soule, John Russell, Bonnie Donzella, Alan Gawel, Jill Scholsohn, Mary Ann VanValkenburg, Ed Matson. Voting no: no one. No Abstentions. Motion carries.

v. Back Building repairs: approximately \$20,000 anecdotally.

vi. Fireproof cabinet: not ready yet

vii. Tower: table

viii. Overhead door: table

viv. Decals for Marine 1: table

x. Technology: not ready

xi. Tow chain: not ready

f. Billable non-transport ems calls: earlier info was rate scheduled to be reported-no action necessary. \$219 allowed.

g. Flowers Policy: John Russell made a **motion**, seconded by Wendall Soule, to increase the dollar amount in the Flowers Policy to \$100. Voting yes: Cathe Mazza, Wendall Soule, John Russell, Ed Matson, Jill Scholsohn, John Christen, Mary Ann VanValkenburg, Gary Hock. Voting no: no one. No Abstentions. Motion carries.

h. Emergency Management Office: Bonnie Donzella made a **motion**, seconded by Wendall Soule, to allow Emergency Management to move back into their old office at the firehouse. Voting yes: Cathe Mazza, Bonnie Donzella, Wendall Soule, Jill Scholsohn, Alan Gawel, John Russell, Mary Ann VanValkenburg. Voting no: no one. Abstentions: Eric Epstein, Ed Matson, Jean Speck. Motion carries.

i. Stipend Committee: the President will work on this.

j. AFG and ARPA grants: the department will need to apply.

k. MOU for State MCV (mobile communications vehicle) partnership: general discussion but no interest by EC to be involved in storage of said vehicle and transport to scenes.

l. Halloween: Ed Matson is coordinating.

m. Parade of lights: Mary Ann VanValkenburg will coordinate.

n. Back Building sublet by Billy Morrison: John Russell made a **motion**, seconded by Ed Matson, to allow Billy Morrison to sublet to Chris and Amy Naples of Naples Studio pending confirmation that Billy's insurance will cover sublets, and that the sublets will not disturb neighbors. Voting yes: Jill Scholsohn, Wendall Soule, Alan Gawel, John Russell, Ed Matson, Gary Hock, Tim Limbos, Mary Ann VanValkenburg. Voting no: no one. Abstentions: Bonnie Donzella, Cathe Mazza. Motion carries.

o. CPR fundraiser: Mary Ann VanValkenburg made a **motion**, seconded by Wendall Soule, to accept the budget presented for Kent School Early Learning Center Fundraiser (revenue of \$600 and expenses of \$17). Voting in favor: Cathe Mazza, Ed Matson, Wendall Soule, John Russell, Jill

Scholsohn, Alan Gawel, Bonnie Donzella, Mary Ann Van Valkenburg, Jean Speck, John Christen.

Voting no: no one. Abstentions: Tim Limbos. Motion carries.

Back to 8c: Election of Treasurer: motion by Tim Limbos, seconded by Ed Matson, to open the floor back to the previous agenda item for the election of Treasurer. Voting yes: Tim Limbos, John Christen, Alan Gawel, Ed Matson, Gary Hock. Voting no: Bonnie Donzella. Abstentions: John Russell, Cathe Mazza, Jill Scholsohn, Wendall Soule, Mary Ann VanValkenburg. Motion carries.

Alan Gawel made a motion, seconded by John Christen, to nominate Ed Matson for Treasurer. Voting yes: John Christen, Alan Gawel, Tim Limbos, Wendall Soule, Gary Hock, Ed Matson. Voting no: Bonnie Donzella. Abstentions: Cathe Mazza, Mary Ann VanValkenburg, John Russell, Jill Scholsohn, Jean Speck. Motion carries.

9. Chief's Report: Alan expressed his thanks to those who have been responding to calls. There were 12 calls in September.

10. Line Officers: no report

11. Ambulance Chief's Report: 37 calls in September. A2 work should be done this week.

12. Appointed positions: no report

13. Committee Reports:

a. Facilities: no update

b. Recruitment: we will be at the Pumpkin Run

c. Tax Abatement: no committee yet but getting close

d. Software: Bonnie, Caralee, Tim and Jean. Meeting on 10/6.

e. Ball: music booked, reservations for tent, lights, tables and chairs also made-all under budget. Save the date cards should go out by the end of the month. Committees are being formed so if you have an interest, please contact Ann.

14. Auxiliary: Susie Rundall will organize the Stuff A Truck event.

15. Juniors: we have a few interested young people...still looking for an advisor.

16. Expenditure warnings:

a. Pagers per Alan Gawel

b. Annual appeal letter per John Russell

c. parade masks per John Russell

d. candy for Parade of Lights per Mary Ann VanValkenburg

Adjourned @ 20:25

Respectfully submitted,

Cathe, Secretary



ReplyForward



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda
Monday, November 1, 2021 7:00PM

Hybrid meeting; Zoom and firehouse meeting room

<https://us02web.zoom.us/j/83853459609?pwd=VzFpSjJkZE5FOVlTandDNE5PNXhaQT09>

Call to order

Pledge of Allegiance

Public/Member Comment

Treasurer's Report

President's Report

Correspondence

Approval of October Membership Meeting minutes

Membership (possible executive session)

Executive Committee

Old Business

Foundation Committee

COVID-19 Revised Interim Safety Protocols

New Business:

2022 budget

2022 capital budget

2022 Town

Investment Policy changes

Training Policy changes

Back building sublet & loading dock clearing

Warned expenditures;

- Pagers
- OSHA Consultant
- Fireproof cabinet
- Parade of Lights
- Annual Appeal letter budget
- Parade masks

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Committee Reports

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: KVFD November Membership Meeting

Time: Nov 1, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83853459609?pwd=VzFpSjJkZE5FQVlTandDNE5PNXhaQT09>

Meeting ID: 838 5345 9609

Passcode: 508020

One tap mobile

+13017158592,,83853459609#,,,,*508020# US (Washington DC)

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+1 312 626 6799 US (Chicago)

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+1 669 900 6833 US (San Jose)

Meeting ID: 838 5345 9609

Passcode: 508020

Find your local number: <https://us02web.zoom.us/j/83853459609>

KVFD Membership meeting minutes November 1, 2021

Present: John Russell, Cathe Mazza, Alexis Swagemaker, Jean Speck, Alan Gawel, Mary Ann VanValkenburg, Eric Epstein, Pete Bernard, Jill Scholsohn, Ed Matson, Gary Hock.

Call to order @ 19:05

Pledge of Allegiance

Public/member comment: none

1. Treasurer's Report: unpaid bills were read. John Russell made a **motion**, seconded by Alexis Swagemaker, to pay the unpaid bills except for New England Fire. Voting yes: Alexis Swagemaker, Jean Speck, John Russell, Jill Scholsohn, Cathe Mazza, Alan Gawel. Voting no: no one. Abstentions: Pete Bernard, Ed Matson. Motion carries.

2. President's Report: John Russell said he's removed the firefighter stipend committee from the agenda for now, and he has added David Becker (Emergency Director) to those who have access to the firehouse.

3. Correspondence: none

4. October Membership meeting minutes: Mary Ann VanValkenburg made a **motion**, seconded by Jean Speck, to approve the minutes as published. Voting yes: Alan Gawel, Mary Ann VanValkenburg, Ed Matson, Jean Speck, John Russell, Jill Scholsohn, Cathe Mazza. Voting no: no one. Abstentions: Alexis Swagemaker, Pete Bernard. Motion carries.

5. Membership: The Executive Committee met last week with Dr. Laurence Schenk. Mary Ann VanValkenburg made a **motion**, seconded by Jean Speck, to approve Dr. Schenk's membership application. Voting yes: Cathe Mazza, Jean Speck, Alexis Swagemaker, Mary Ann VanValkenburg, John Russell, Pete Bernard, Ed Matson, Alan Gawel, Jill Scholsohn. Voting no: no one. Abstentions: none. Motion carries.

6. Executive Committee: minutes were emailed last week. Nothing new to report.

7. Old Business

- A. Foundation Committee: no report
- B. COVID protocols: no report

8. New Business

- A. 2022 Budget: no action taken tonight- note at December meeting.
- B. 2022 Capital Budget for department: review of corrections and changes.
- C. 2022 Town Capital Budget: review and discussion.
- D. Investment Policy changes: review of language in the document. John made a **motion**, seconded by Alan Gawel, to accept the policy as distributed and presented. Voting yes: Ed Matson, Jean Speck, John Russell, Mary Ann VanValkenburg, Jill Scholsohn, Gary Hock, Pete Bernard, Alan Gawel. Voting no: no one. Abstentions: Cathe Mazza, Alexis Swagemaker. Motion carries.
- E. Training Policy changes: review of language in document. John made a **motion**, seconded by Ed Matson, to approve the proposed Certification Training Policy with changes..removing "A new member who joins the Department, who has completed or is in the process of completing training as an EMT or Firefighter I, must be an active member of the Department for six months before being reimbursed for training costs." Voting yes: Ed Matson, John Russell, Alan Gawel, Jill Scholsohn, Gary Hock, Pete Bernard. Voting no: Alexis Swagemaker, Jean Speck, Mary Ann VanValkenburg. Abstaining: Cathe Mazza. Motion carries.
- F. Back Building: review of items to trash (into Billy Morrison's dumpster) and general discussion. A revised list will be presented at December's meeting.

G. Warned Expenditures:

i. Pagers: Alan Gawel made a **motion**, seconded by Gary Hock, to spend up to \$3,980.00 to purchase 6 (six) Swissphone Quad multiple channels voice pagers with single charger including warranty for 5 (five) years and a programming kit. Voting yes: Alexis Swagemaker, John Russell, Mary Ann VanValkenburg, Ed Matson, Alan Gawel, Gary Hock, Pete Bernard, Jean Speck, Jill Scholsohn. Voting no: no one. Abstaining: Cathe Mazza. Motion carries.

ii. OSHA: covered in meeting already

iii. Fireproof cabinet: cost would be about \$1600. We need it for medical records. On hold for now.

iv. Parade of Lights: Mary Ann VanValkenburg made a **motion**, seconded by John Russell, to spend up to \$200 for candy, etc. Voting yes: Mary Ann VanValkenburg, Alexis Swagemaker, Cathe Mazza, John Russell, Jean Speck, Alan Gawel, Jill Scholsohn, Gary Hock, Ed Matson, Pete Bernard. Voting no: no one. No abstentions. Motion carries.

v. Annual Appeal letter: John Russell made a **motion**, seconded by Ed Matson, to outsource the letter to a company in Millerton who will mail it out by November 15. Cost is \$1,900 plus \$350 in postage, and a revenue estimate of \$27,000 gross. Voting yes: Cathe Mazza, John Russell, Pete Bernard, Jean Speck, Alan Gawel, Jill Scholsohn, Alexis Swagemaker, Ed Matson. Voting no: no one. No abstentions. Motion carries.

vi. Parade Masks: John Russell made a **motion**, seconded by Jean Speck, to spend up to \$500 for 'parade masks'. Voting yes: John Russell. Voting no: Gary Hock, Alan Gawel, Ed Matson. Abstentions: Pete Bernard, Cathe Mazza, Jill Scholsohn, Mary Ann VanValkenburg. Motion fails.

9. Chief's Report: Alan thanked everyone for their help at Halloween and the Pumpkin Run. Alan said responding numbers are low so please help when you can. OSHA contact Tim Baldwin will come to the firehouse either 11/8 or 11/9 or later in the month. Gary Hock reported 13 calls in October.

10. Line Officers: Gary said the inspection of the Hurst equipment was all ok. He said the smokehouse drill last month went well.

11. Ambulance Chief's Report: Jill Scholsohn said there were 31 calls in October. On Nov. 2 our A1 rig will be inspected in Falls Village and A2 will be done on Nov. 9.

12. Appointed Positions:

i. Training refreshers are required on-line and due December 31.

ii. Sherm reported that the Overhead Door people came and made emergency repairs over the weekend past.

ii. LCD Board: Eversource portal was mixed up in recent storms but better. Verizon contract in Sharon has been approved for 25 years.

13. Committee Reports:

i. Recruitment: low interest at Pumpkin Run.

ii. Tax Abatement: needs a chair.

14. Auxiliary: questions about dates for Stuff a Truck (in the daytime) and the Tree Lighting (in the early evening).

15. Juniors: still looking for an advisor.

16. Expenditure Warnings:

i. Tech: Jean warned for general purchases.

Adjourned @ 21:31

Respectfully submitted,

Cathe



KENT VOLUNTEER FIRE DEPARTMENT, INC.

28 Maple Street
P.O. Box 355

KVFD Membership Meeting Agenda

Monday, December 6, 2021 7:00PM

Hybrid meeting; Zoom and firehouse meeting room

Zoom link at bottom

Call to order

Pledge of Allegiance

Public/Member Comment

Treasurer's Report

Committee Reports

President's Report

Correspondence

Approval of previous Membership Meeting minutes

Membership (possible executive session)

Executive Committee

Old Business

2022 Budget

2022 Capital Budget

2022 Town capital request

Investment Policy changes

Foundation Committee

COVID-19 Revised Interim Safety Protocols

New Business

Back building items & loading dock clearing

Meeting schedule for 2022

Warned expenditures;

- Fireproof cabinet
- Technology

Chief's Report

Line Officers

Ambulance Chief

Appointed Positions

Auxiliary

Juniors

Expenditure warnings

Adjournment

Kent Volunteer Fire Department is inviting you to a scheduled Zoom meeting.

Topic: KVFD December Membership meeting

Time: Dec 6, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88954651772?pwd=YTZjQk5lOEhDcTBMOUFOVmFZcGRUQTog>

Meeting ID: 889 5465 1772

Passcode: 285940

One tap mobile

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+19292056099,,88954651772#,,, *285940# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 889 5465 1772

Passcode: 285940

Find your local number: <https://us02web.zoom.us/j/knSIMB6a7>

KVFD Membership meeting December 6, 2021

Present: John Russell, Bonnie Donzella, Cathe Mazza, Gary Hock, Tim Limbos, Mary Ann Van Valkenburg, Alexis Swagemaker, Eric Epstein, Matt Starr, Wendall Soule, Alan Gawel, Rob Kennedy, Larry Schenk, John Christen, Jill Scholsohn, Jean Speck.

call to order @ 1903

Pledge of Allegiance

Public/member comment: none

Treasurer's Report: The treasurer was unavailable due to his work. The profit and loss information will be reviewed in a special meeting later this month.

Committee Reports:

Ball: revised information and numbers were reviewed. Alan Gawel made a motion, seconded by Bonnie Donzella, to approve the revised Ball committee budget presented tonight. Then, Alan withdrew his motion and Bonnie withdrew her second. The President made a motion, seconded by John Christen, to approve the revised Ball budget of \$25,447 in projected expenses and \$32,500 in projected income. Voting yes: Cathe Mazza, Alan Gawel, Gary Hock, Wendall Soule, Jill Scholsohn, John Russell, John Christen, Mary Ann Van Valkenburg, Rob Kennedy, Laurence Schenk, Tim Limbos. Voting no: no one. Abstentions: Alexis Swagemaker, Matt Starr, Eric Epstein, Bonnie Donzella. Motion carries.

Apparatus: no report

Software: no report

Back Building: general discussion. The Land Trust is ok to continue storing items.

Nominating: The 2022 Election slate:

Fire Chief: Alan Gawel

Asst. Fire Chief: Gary Hock

Asst. Fire Chief: Wendall Soule

Ambulance Chief: Bonnie Donzella

Asst. Ambulance Chief: Jill Scholsohn

Captain: Alexis Swagemaker

Captain: Sean Dingee

Lieutenant: John Russell

Lieutenant:

President: John Russell

Treasurer: Ed Matson

Secretary: Cathe Mazza

Engineer: John Christen

Foundation: documents are under review

President's Report:

1) Annual appeal letter was sent in November and has resulted in \$39,600 in donations! Jill Scholsohn could use help with thank you notes.

2) the department is still in need of a grant proposal writer.

3) Tax abatement SOP 1-7 discussion. Perhaps we make a motion directly to the town instead of committee work?

Correspondence: The President read a letter of thanks with a donation from Olga Kennedy's family.

November meeting minutes: Bonnie made a motion, seconded by John Christen, to accept the minutes of the November 1, 2021 membership meeting as distributed. Voting yes: Cathe Mazza, Bonnie Donzella, Alan Gawel, Wendall Soule, Jill Scholsohn, Tim Limbos, Jean Speck, John Russell, John Christen, Mary Ann Van

Valkenburg, Rob Kennedy, Laurence Schenk. Voting no: no one. Abstentions: Alexis Swagemaker, Matt Starr. Motion carries.

Membership:

- 1) Michele Kaplan's application is awaiting the physical.
- 2) Laurence Schenk was presented with his departmental badge and t-shirt.

Executive: nothing in addition to the minutes already distributed.

Old Business

1) 2022 Budget: After lengthy discussion, Bonnie Donzella made a motion, seconded by John Christen, to table the 2022 budget. Voting yes: Bonnie Donzella, Jill Scholsohn, Alexis Swagemaker, Alan Gaweel, Cathe Mazza, Wendall Soule, Matt Starr, John Russell, John Christen, Rob Kennedy, Mary Ann Van Valkenburg, Laurence Schemm, Tim Limbos, Jean Speck. Voting no: no one. Abstentions: none. Motion carries.

2) 2022 Capital Budget: The President made a motion, seconded by Bonnie Donzella, to approve the capital plan as distributed on 12/6/21 for \$227,550. Voting yes: Tim Limbos, Alan Gaweel, Bonnie Donzella, Jill Scholsohn, John Russell, John Christen, Rob Kennedy, Wendall Soule, Gary Hock. Voting no: Alexis Swagemaker, Matt Starr, Eric Epstein, Jean Speck. Abstentions: Cathe Mazza, Mary Ann Van Valkenburg, Laurence Schenk. Motion carries. *While this motion was occurring, Eric Epstein made a motion, seconded by Matt Starr, to table the 2022 Capital Budget and have a proposed capital plan policy presented at a later date. This motion was denied by the President.*

3) Town Capital request: The President made a motion, seconded by John Christen, to request for the town capital plan for the fiscal year 2027; \$200,000 for Rescue 8 replacement and \$250,000 for the LCD communications upgrade; and \$225,000 for fiscal years 2028, 2029, 2030, 2031 for the replacement of Engine 2. Voting yes: Alan Gaweel, Bonnie Donzella, Wendall Soule, Tim Limbos, Jill Scholsohn, Gary Hock, Laurence Schenk, John Russell, John Christen. Voting no: Matt Starr. Abstentions: Cathe Mazza, Jean Speck, Mary Ann Van Valkenburg, Alexis Swagemaker. Motion carries.

4) Investment Policy changes: The President made a motion, seconded by Bonnie Donzella, to approve the proposed changes to section V.B.2. Of the Investment Policy for the following year's capital plan, as long as the capital and operational withdrawals do not lower the Fund balance below \$1,000,000.00 at any time. Any withdrawals from the Investment Fund, for capital expenses, that will reduce the Fund balance below this amount must be approved by the membership as "Emergency Use". After brief discussion, the motion and second were withdrawn.

- 5) Foundation: updated earlier in the meeting.
- 6) COVID - 19 update: no update.

New Business

7) Back Building: The President made a motion, seconded by Bonnie Donzella, to allow the Back Building Committee or Billy Morrison to donate or discard; Engine 5-0 dynamo power pack, oil barrel grill, old Town of Kent safe, old 5-0 booster hose, old Minotaur chargers and plectron, old portable charging bank, display case, power tools from the back building. Voting yes: Cathe Mazza, Bonnie Donzella, Wendall Soule, Jill Scholsohn, Gary Hock, Mary Ann Van Valkenburg, Laurence Schenk, John Russell. Voting no: no one. No abstentions. Motion carries.

8) meeting schedule for 2022 was shared.

9) Warned expenditures:

A) fireproof cabinet

B) technology: Jean Speck made a motion, seconded by Bonnie Donzella, to spend up to \$250.00 on in-counter mobile device chargers for the firehouse. Voting yes: Gary Hock, Bonnie Donzella, John Russell, Cathe Mazza, Wendall Soule, Jean Speck, Jill Scholsohn, Laurence Schenk, Mary Ann Van Valkenburg. Voting no: no one. No abstentions. Motion carries.

Chief's Report: 10 calls in November. Sherm is recovering and thanks everyone for their good wishes.

Line Officers Report: responders should complete on-line training this month.

Ambulance Chief: 28 calls in November. Jill, Art and Bonnie have set a tentative training schedule for 2022 and submitted it to the State.

Appointed Positions:

- A) Facilities: main door is still under repair.
- B) Technology: question concerning our documents and what could or should be shared with the public?
- C) Communications: new pagers are meant to arrive this Friday.

Auxiliary: Susie Rundall is coordinating the Stuff A Truck event and needs help moving Rescue 8 out of the way on Saturday.

{fire call at 2102}

Juniors: gathering interest.

Expenditures Warning:

- A) Maintenance needed for Engine 2 and Rescue 8 to replace tires.
- B) Fireproof cabinet for medical records.

Mary Ann Van Valkenburg thanks everyone who was involved in the Parade of Lights. She said there was a great public turnout and everyone was happy. Well done!

Adjourned at 2109

Respectfully submitted,
Cathe Mazza
KVFD Secretary