

Charlotte Volunteer Fire And Rescue Services
Minutes of the Monthly Meeting of the Board of Directors
September 22, 2016
19:30 PM

Location of Meeting:

CVFRS Conference Room
170 Ferry Road
Charlotte, Vermont 05445

Present at Meeting: John Snow, Jon Davis, Julian Kulski, Andrew Haigney, Ellie Russell, Dick St. George, Fritz Tegatz, Tom Cosinuke

Absent from Meeting: Caitlin Herr

The regular meeting of the Board of Directors of Charlotte Volunteer Fire And Rescue Services was called to order at 19:38 PM on September 22, 2016 at CVFRS Conference Room by John Snow.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved with Chair abstaining.

II. Review of Previous Minutes

The minutes of the previous meeting was reviewed and unanimously approved with Chair abstaining.

III. Consideration of Open Issues

1. Ratification Of Board Action

John Snow

There was discussion of the most immediate prior Board Action which was to approve through e-mail vote the decision to purchase the 2005 SAFE boat hull from Harbor City, CA and to have it modified in California and brought to Vermont for engine installation. It was decided by the Board, that this represented a better value to CVFRS than the previously approved 2009 complete SAFE boat in Oxnard, CA.

Dick St. George made a motion to ratify Board action and it was seconded by Andrew Haigney.

All were in favor of ratification with Chair abstaining.

2. Financial Report

John Snow

There was discussion of the overall budget and the fact that CVFRS expenditure is running slightly below pro-rata budget. Looking more closely at Rescue, patient

billings are running slightly ahead of two month budget. Asst. Rescue Supervisor Kevin Romano's schedule will become more normalized in October and personnel costs will start to track as expected. The Fire expenses have no material variances from expectation to date.

There was discussion of Special Funds balances and an exhibit of the new 4 column format of showing Special Fund status.

There was also further discussion of Barrow's change in distribution levels as a result of its conversion to a "Total Return Trust" methodology.

There was additional discussion of Fritz Tegatz assumption of responsibility to communicate Financial Reports of CVFRS to the Selectboard.

There was dialogue about the upcoming November 2016 Members Meeting that will be the time we will put forth our budget for both departments.

Dick St. George raised the issue that we need to continue to anticipate around Air packs and air filtration for headquarters. We have continued to attempt to get federal grants for replacing our aging airpacks and bottles with no result. We will need to ask the town to anticipate responsibility, as many bottles will be expiring as early as 2017. New bottle purchases will need to be coordinated with the type of airpack that the department feels to be most effective. Our belief is that SCBA is the most basic and fundamental to firefighting and therefore is an expense for the town.

The air filtration system to remove diesel fumes is essential given the number and consistency of personnel living and sleeping in our headquarters. Other stations have this as a basic essential building feature for the safety of occupants.

The audit process for the departments is progressing and there should be a conclusion in by the end of October with a final report in November of 2016. Indications are at this point that the audit itself is going well, and our inventory control is vastly better than it was only a short while ago.

Fritz Tegatz motioned to accept the Financial Report as presented, and this was seconded by Andrew Haigney. All in favor with Chair abstaining.

3. Agency Reports

John Snow

Recue:

Kevin Romano's addition to the team brings great paramedic credentials. He has already been conducting training sessions for the staff.

There was discussion that we do struggle with per diem and that many neighboring towns are not "in service". We are "in service". There has even been discussion within district 3 of discontinuing individual town services and adopting a more consolidated approach. Such a move would very likely adversely impact the standard of service Charlotters currently receive.

Kevin Romano discussed the need for and specifics of the Lucas Chest Compression system. This device that can be quickly attached, will greatly enhance our effectiveness in dealing with cardiac issues.

We have been discussing our need for this life saving equipment for some time, and have deliberated over when to acquire it.

There was discussion over whether this was more of a basic need for the town or whether Barrows Trust should help CVFRS acquire it. It was decided that this should come from Special Funds.

Jon Davis made a motion that we purchase a Lucas 2.2 System for a cost not to exceed \$18,000. The motion was seconded by Andrew Haigney. All in favor with Chair abstaining.

Fire Chief Dick St. George discussed the fact that we are talking to one more engine manufacturer and then a formal RFP will go out to 3 companies. The RFP will likely be for a 1,250 gallon pumper which should result in an ISO 4-6% ratings reduction.

Chief St. George went on to mention that the department currently has 4 individuals in Fire I-II and 2 in Fire II. We have 3 new applications in. In addition, there has been a positive response to the recent article in the Charlotte News.

Finally we expect to have Rescue 3 generator issues resolved within approximately a week.

4. Building Committee Report

John Snow

It was discussed that Jon Davis will work with Fritz Tegatz to determine the best course of action to deal with some building mold issues.

5. Report Of HR Committee

John Snow

Ellie Russell discussed the use of Performance Appraisals. She also discussed that there will be better effort made around new employee orientation generally and specifically around town roads.

6. Policies

John Snow

There was discussion of the fact that Fritz Tegatz has taken sample language from another town of a "Spiller Pays" ordinance.

This language was reviewed by the Selectboard and forwarded to the town attorney for further review in contemplation of adoption.

7. Other Actions

John Snow

There was discussion of our annual party.

There was discussion about January versus March. There is a consensus to hold it on a Saturday at the Old Lantern. Andrew Haigney volunteered to work backwards with the Old Lantern to find an acceptable Saturday.

8. Motion To Adjourn

John Snow

Fritz Tegatz motioned to adjourn the meeting and it was seconded by Julian Kulski. All in favor with Chair abstaining.

IV. Agenda and Time of Next Meeting

The next meeting will be held at 19:30 PM on October 18, 2016 at:

CVFRS Conference Room

170 Ferry Road

Charlotte, Vermont 05445

The agenda for the next meeting is as follows:

Agenda to be determined

The meeting was adjourned at 21:44 PM by John Snow.

Minutes submitted by: Tom Cosinuke