

**SIMSBURY FIRE DISTRICT
MINUTES OF EXECUTIVE COMMITTEE
MEETING MARCH 5, 2012**

1. President North called the meeting to order at 7:00 pm.
2. Members present were: K. North; W. Ketchabaw; P. Pabich; D. Hayes; G. Wilcox; and D. Fagone. Also attending were Fire Chief J. Baldis and Fire Marshal K. Kowalski. Regrets – J. Fleming. Guest – Debra Jones.
3. It was moved; seconded; and carried that the minutes of the March 12, 2012 meeting distributed via email be accepted as presented.
4. Public Audience: The guest D. Jones had no comments.
5. Fire Marshal Report- K. Kowalski: The report for the month of March 2012 as distributed earlier by email was accepted. A copy of the report is on file.
6. Fire Chief Report – J. Baldis: The report for the month of March 2012 as distributed via email was accepted. A copy of the report is on file.
7. District Treasurer Report – P. Pabich: It was moved, seconded, and carried that the financial report for invoices paid through April 9, 2012 be approved. A copy of the report is on file. Treasurer Pabich commented that the Auditor’s report had surfaced four deficiencies that will also be reported at the Annual Meeting. The deficiencies included recommendations for improvements to fixed asset management for depreciation; the development of an accounting manual; improvements for financial reporting that have been implemented; and bank statement revisions for payroll accounting that is in the process of implementation.
8. District Commissioners Report – D. Hayes: Commissioner Hayes reviewed planned and active renovations to Tariffville and Bushy Hill with a request that a budget review be held for outstanding payments before he proceeds with additional planned renovations. Kevin Kowalski agreed to meet on April 10th with the Commissioners to review pending bids and completed work orders.
9. Personnel Committee – K. Kowalski: In the absence of J. Fleming, K. Kowalski conducted an overview of the Connecticut Fire Chiefs Association program for the recruitment of volunteer firefighters. To start the project for Simsbury, an anonymous survey will be conducted of the Simsbury firefighters during the month of April to collect demographic data as the foundation for analysis during the project.
10. Civil Preparedness: K. Kowalski: Kevin reported that he had filed the FEMA claim related to Storm Alfred and that he had received an additional \$3,700 from

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FEMA for a Storm Irene volunteer labor offset. He further reported that the AM emergency radio project had been placed on hold since it had been determined that AM coverage would require several installations and that the cost was prohibitive. Alternatively an investigation is under to potentially use FM low power as the delivery system. No licenses for this form of non commercial FM have been granted in the last 10 years. He plans to seek congressional assistance to expedite a license and to also explore FM low power with the Board of Education.

11. Correspondence: There was no correspondence.

12. Old Business:

Commissioner Wilcox reported that a meeting on Regional Dispatch had been held and that the final draft of the proposal would be forthcoming. He will continue to monitor progress.

Chief Baldis informed the meeting that a SVFC process is underway to investigate the requirements for an All Terrain Vehicle (ATV).

Following a review and discussion of the final draft of the SFD proposed 2012/2013 budget, it was moved; seconded; and carried that the proposed budget be approved for presentation and adoption at the Annual Meeting on May 14th. The proposed budget will be posted to the SFD website following the meeting.

13. New Business:

It was moved; seconded; and carried that the District approves \$36.06 in 2010 tax refunds as recommended by C. O'Connor, Simsbury Fire District Tax Collector.

The proposed agenda for the May 14th Annual Meeting was approved and will be posted at Town Hall as well as to the SFD website.

14. Executive Session: No Executive Session was required.

15. Adjournment: The meeting adjourned at 7:48 pm.

Respectfully submitted

William Ketchabaw, Clerk

Next meeting: Monday May 14, 2012, followed by the Annual Meeting at 8:00pm.