

**SIMSBURY FIRE DISTRICT
MINUTES OF EXECUTIVE COMMITTEE MEETING
February 10, 2014**

1. President North called the meeting to order at 7:02 pm.
2. Members present were: K. North; W. Ketchabaw; J. Solury; P. Pabich; D. Hayes; and D. Fagone. Regrets: G. Wilcox. Also attending were Fire Marshal K. Kowalski; Chief J. Baldis; and guests Jeff Hugabonne, Chief Engineer for CBS Radio, and John Ramsey, owner of Ramsey Communications.
3. It was agreed to suspend the published formal agenda to allow our guests, at the invitation of Kevin Kowalski, to provide an overview to the meeting on the planned installation of the LP/FM Emergency radio station for Simsbury.

The following highlights were made during their presentation:

- The LP/FM application has been published and is awaiting public comment, if any, for the installation of the broadcast antenna at the Firetown Station. No objections are expected.
- From a timeline perspective, 2014 is the “get ready year” with a 2015 launch. Generally it will take six months to obtain the construction permit, followed by an estimated eighteen months to complete construction.
- The station is viewed to be a valuable asset to the Town of Simsbury, and can be a community radio in addition to emergency management communication. It will be non-commercial with no advertising allowed.
- Plans are to develop a “development group of individuals” to establish programming guidelines, with consideration to involving SCTV in the process. On air commentary in non-emergency situations is expected to use volunteers with a focus on local activities; talk shows; music; election results; etc.
- Kevin Kowalski commented that the expectation is to get the station on the air broadcasting as a priority topic as soon as possible.
- Kevin North commented that the District will need 2015 budget needs by May 2014.
- The installation will be a private station under control of the Simsbury Fire District, not necessarily located in a separate room, but in a controlled environment.
- Internet streaming of the broadcasting program is an option to be considered.
- The installation of the capability for the Town is viewed as very progressive dealing with emergency management. It was noted that this capability currently does not exist in Connecticut.
- Coverage will be provided to the entire Town of Simsbury but the town terrain may influence the quality of reception in certain locations.

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- It was recommended that the station be “on air” 24/7; that the FCC does not support rebroadcasting of outside programs; and that we have the capability to pick our own radio station call letters.
 - Marketing of the capability to the residents of Simsbury will key to informing the community of the installation, and may include press releases or a town wide mailing announcing the installation.
 - Both Jeff and John will continue to provide consultative support to Kevin Kowalski as the project progresses.
 - District appreciation was expressed for their time with us and the content of the presentation.
4. It was moved; seconded; and carried that the minutes of the January 13, 2014 meeting be approved as distributed earlier by email.
 5. Public Audience: None.
 6. Fire Marshal Report- K. Kowalski: The report for the month of January 2014 as distributed earlier by email was accepted. A copy of the report is on file.
 7. Fire Chief Report – J. Baldis: The report for the month of January 2014 as distributed earlier by email was accepted. A copy of the report is on file.
 8. District Treasurer Report – P. Pabich: It was moved, seconded and carried that the financial report for invoices paid through February 10, 2014 be approved.
 9. District Commissioners Report – D. Hayes: Commissioner Hayes reported that he continues to receive inquiries from potential buyers of both Engines 5 and 6.
 10. District Maintenance Division Report - J. Baldis: The report for the month of January 2014, as distributed by email, was accepted. A copy of the report is on file.
 11. District Chief of Administration Report – K. Kowalski: The report for the month of January 2014 was accepted as distributed earlier by email; a copy is on file. Kevin commented that he had received a notice of retirement from Kitty Vangunten, effective April 30, 2014, after 20 years of dedicated service as our Dispatcher/Company Clerk. Kevin will be working with John Solury and Jim Baldis to prepare for recruitment of her replacement, with a desired date of employment on or around April 14th to insure continuity.
 12. Personnel Committee – J. Solury: Nothing to report
 13. Civil Preparedness: K. Kowalski: Covered earlier at the start of the meeting.

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14. Correspondence: A letter dated February 6th was received from the State of Connecticut, Public Utilities Regulatory Authority, informing the District and other interested parties that their letter of January 23rd regarding the fairness of Aquarion “rate equalization”, the magnitude of the increase, the question of hardship to residents, and the methodology of rate equalization, was found to present no grounds to compel the reopening of this PURA docket.

15. Old Business:

Kevin Kowalski distributed a draft of proposed District By-law modifications dealing with changes to the annual nomination of elected District Executives. Feedback will be incorporated into a revised document for final review at the March meeting of the District and subsequent public posting of the document in conjunction with the release of the District Annual Meeting published notice. Bill Ketchabaw will proceed to work with Carolyn Keily, Town Clerk, to draft a document to be used for “write in candidates”.

16. New Business:

It was moved; seconded; and carried that a request dated 2/4/14 from the Town Tax Collector, Colleen O’Connor, be approved for \$171.25 in tax refunds.

It was noted that Bill Ketchabaw has retired from the Town Public Safety Committee as the Fire District representative and that Gary Wilcox will fill the vacancy.

17. Executive Session: There was no need for Executive Session.

18. Adjournment: The meeting adjourned at 8:05 pm.

Respectfully submitted

W. C. Ketchabaw
Clerk

Next meeting: March 10, 2014