

4/11/2016

**APPROVED  
SIMSBURY FIRE DISTRICT  
MINUTES OF EXECUTIVE COMMITTEE MEETING  
MARCH 14<sup>TH</sup>, 2016**

President Wilcox called the meeting to order at 7:00 pm.

Members present were: G. Wilcox, P. Pabich, G. Giddings, J. Solury, J. Smith, Tim Zeilman. Also attending were Chief J. Baldis, K. Kowalski. Excused: C. O'Connor, D. Coppinger.

1. It was moved; seconded; and carried that the minutes of the February 2016, meeting be approved as distributed earlier by email. A copy of the report is on file.
2. Public Audience: None
3. Fire Marshal Report - K. Kowalski: The report for the month of February 2016, as distributed earlier by email, was accepted. A copy of the report is on file.
4. Fire Chief Report - J. Baldis: The report for the month of February 2016, as distributed earlier by email, was accepted. A copy of the report is on file
5. District Treasurer Report – P. Pabich: Report for the month of March 2016 was presented and ratified into the record. A copy of the report is on file.

Peter reported Districts current reserve is \$683,000.

6. District Commissioners Report – G. Giddings: No Report
7. District Maintenance Division Report - J. Baldis: The report for the month of February 2016, as distributed earlier by email, was accepted. A copy of the report is on file.
8. District Chief of Administration Report - K. Kowalski: The report for the month of February 2016, as distributed earlier by email, was accepted. A copy of the report is on file.
9. Personnel Committee – D. Coppinger: Personnel evaluation time on track to be completed by end of week.
10. Civil Preparedness - K. Kowalski: A town wide drill will be conducted April 23<sup>rd</sup> at the Hartford complex beginning at 6 am. The drill will consist of a simulated hazardous material release, a bomb in front of the building, a school bus and several other vehicles. There may be a possibility of drones being utilized to oversee the activity. The emergency center will be activated with information and ability to see actual operation

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via drone recorded and transmitted information. The intent is to satisfy the SERA Title 3 requirement.

11. Correspondence – G Wilcox: None

12. Old Business: Tariffville Station exercise area was discussed. A Tariffville Station Exercise Area policy and a Hold Harmless Agreement form were developed. Motions were made, seconded with both documents being approved. They and will be posted and available in the Tariffville Station. The Hold Harmless Agreement form will be required to be completed and turned into the Main Station prior to using the area.

Guidelines for the Simsbury Fire District Nomination Committee were prepared in accordance with the resent revised District By Laws. Discussion took place with a motion made, seconded and approved. They will be presented to the committee at their next meeting.

The 2016/2017 Budget was discussed. A draft version was distributed to all for review and comment. Final approval will take place at next month's meeting.

13. New Business: A request was received from the Red Cross to hold a blood drive at the Main Station. Concerns made were blood spills with carpet in area where drive would take place and lack of personnel available during activity. Request was put on hold until further contact is received.

A request was received and approved to hold the annual rabies clinic at the Weatogue Station.

A meeting with the VSIF representative to discuss the LOSAP program. Discussion consisted of contribution and actuarial tables. No decision was made and subject was tabled to next month.

A media policy was suggested for the district. Due to new apps available for smart phones it was suggested that we develop a policy. This will be discussed further at next month's meeting.

An adjustment to the Personnel Manual was presented concerning Maternity Leave. The change was tabled until next month's meeting.

14. Executive Session: Regular meeting was suspended at 9:51 to go into Executive Session to discuss personnel issues. No votes were taken. Regular meeting reconvened at 10:04.

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15. Adjournment: The regular meeting adjourned at 10:05 pm

Respectfully submitted,

John J Solury Sr.  
Clerk

**Next Regular Meeting: April 11th, 2016**