

**SIMSBURY FIRE DISTRICT  
MINUTES OF EXECUTIVE COMMITTEE MEETING  
December 9, 2013**

1. President North called the meeting to order at 7:00 pm.
2. Members present were: K. North; W. Ketchabaw; J. Solury; D. Hayes; D. Fagone; and G. Wilcox. Also attending were Fire Marshal K. Kowalski and Chief J. Baldis. Regrets P. Pabich. Guest: C. Keily, Town Clerk, Simsbury.
3. It was moved; seconded; and carried that the minutes of the November 12, 2013 Special Meeting be approved as distributed earlier by email.
4. Public Audience: None.
5. Fire Marshal Report- K. Kowalski: The report for the month of November 2013 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 November 2013 as distributed earlier via email was accepted. A copy of the report is on file.
7. District Treasurer Report – K. North: It was moved, seconded and carried that the financial report for invoices paid through December 9, 2013 be approved. A copy of the report is on file. Due to the absence of Treasurer Pabich, discussion of the fiduciary plan was deferred to the January meeting of the Executive Committee.
8. District Commissioners Report – D. Hayes: Commissioner Hayes led discussion of the 11/1/13 (and the 12/9/13 addendum) Maintenance Division Cost Analysis report of the current operation as requested at the 9/9/13 meeting of the Executive Committee. The report and discussion concluded that all aspects of the District maintenance operation are performing in a cost effective mode. The District Executive extended their compliments to all maintenance staff for the cost effectiveness of the maintenance operation.
9. District Maintenance Division Report - J. Baldis: The report for the month of November, as distributed by email, was accepted. A copy of the report is on file. The report highlighted that the installation of the newly approved hydraulic lift was impacted by the need to install shoring to hold back the sand under the existing floor while excavation for the new lift occurred. The installation is now expected to be complete in December, with the curing of concrete to be complete by the first week in January. A \$500 additional expense was approved for the installation of a drain in the Mechanics facility. The new Stratton Brook Hydrant has been installed and is online.
10. District Chief of Administration Report – K. Kowalski: The report for the month of November was accepted as distributed earlier by email; a copy is on file.

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11. Personnel Committee – J. Solury: Kim Wilkinson has successfully completed her probationary period and a salary increase to step 1 of the position salary scale was approved.
12. Civil Preparedness: K. Kowalski: Kevin reported that the application filed with the Connecticut Department of Emergency Services and Public Protection for the use of a fiber communication line to the Talcott Mountain repeater was approved for engineering content and use. Kevin further commented that the application for the Simsbury FM radio private emergency broadcast system has been filed and is on target for approval.
13. Correspondence: A card of appreciation was received from Rosemary Solury for the gift basket from the District during her illness.
14. Old Business:

K. Kowalski reported that the approved AT&T lease for the use of our Bushy Hill antenna for the installation of a cell repeater was expected to be returned to him momentarily.

As a follow-up to earlier discussion by the Executive Committee, discussion was held concerning “honorary membership” for retired volunteer District Executives and Commissioners. It was agreed that a policy would be established to recognize such individuals following 10 years of service and the title of District Member Emeritus would be the designation to be used. Individuals granted this designation would be, for example, invited to the annual District Service Awards banquet.

Carolyn Keily joined the meeting at this point to participate in the discussion concerning the District annual nomination process of District Executive Officers for presentation and election at the Annual Meeting. A very informative discussion of options available to the process occurred. Resolution and development of a District policy process will continue.

15. New Business: There was no new business to come before the meeting.
16. Executive Session: There was no need for Executive Session.
17. Adjournment: The meeting adjourned at 8:40 pm.

Respectfully submitted

W. C. Ketchabaw  
Clerk

**Next meeting: January 13, 2014**

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