

February 17, 2025

The meeting was called to order at 6:30 p.m.

Present were: Bob Patterson, Brian Franklin, Brendan Molloy, Renee Stanford, Les Elsworth, Jackie Kreiner, Cory Sanford, Chris Strain, Desiree Strain, Josh Merritt, Ali Walker. Absent: Sherri Cohen

The minutes from 01-14-25 (re-organizational) were read and approved; (regular) were read and corrected (under NEW BUSINESS, Active member rpt., destroyed changed to missing). Les motioned to accept. Seconded by Brendan and was carried.

### **CHIEF'S REPORT**

The list of volunteers who work the 3-08 boot drive will be expected to be submitted at March meeting.

Training report: PPE donning/doffing; work night reports were submitted (truck and equipment checks; station cleaning). Three members completed outside training (cyber awareness webinar 911, cyber awareness webinar radio, APX-8000 radios, post fire decontamination, disability awareness). TIMS rescheduled for 2-18 (8 hrs.) Obtaining an EMT certificate requires passing the state test. Cost per member is \$31. Test is given depending on demand/location. The state places cost on individuals to control cost, ensure participation and commitment. Brian motioned to reimburse expenses of \$31 each for the course plus mileage @ \$.70/per mi. travel to Chris Strain and Desiree Strain, paid when receipts for course and mileage are submitted to the board. Seconded by Les and was carried.

Desiree Strain submitted membership application for the following individual: Rachel Monday. Brian motioned to approve the new member. Seconded by Les and was carried.

Desiree Strain submitted membership application (for the second time) for the following individual: Kevin Ray. Les motioned to act on the application. Seconded by Renee. With a vote of one yes (Les), four nos, his application was denied.

Desiree Strain submitted membership resignations from the following individuals: Samuel Coleman and Desirae Dorling. Renee motioned to accept the resignations. Seconded by Brian and was carried.

Fire Advisory Council: no further update

### **CALL LOG**

|          |                                  |          |                    |
|----------|----------------------------------|----------|--------------------|
| 01-01-25 | Mutual aid – Cincinnatus (2), 1@ | 01-18-25 | ME**               |
| 01-02-25 | Mutual aid – Cincinnatus (2), 2@ | 01-20-25 | ME x 2 (1) (one**) |
| 01-06-25 | ME**                             | 01-23-25 | ME 1@              |
| 01-09-25 | ME**                             | 01-24-25 | MVA (5), 1@        |
| 01-10-25 | ME (1)                           | 01-27-25 | ME**               |
| 01-12-25 | Fire alarm (2)                   | 01-29-25 | MVA (2)            |
| 01-17-25 | ME (cancelled)                   |          |                    |

(\*\*denotes no response)

( ) denotes # of personnel who responded

(@) denotes # of personnel at station

### **TREASURER'S REPORT**

Les motioned to accept the treasurer's report as presented. Seconded by Brendan and was carried. The board reviewed the following bank statements: General Fund 12-13-24 thru 01-14-25, General Fund Checking dated 01-01 thru 31-25, M&T money market statement dated 01-01 thru 31-25, M&T maintenance fund

statement dated 01-01 thru 31-25. The 2023 annual year end treasurer state audit report was completed and accepted by the state. The property tax cap report was completed and accepted by the state. Renee motioned to pay bills on Abstract #488 totaling \$3686.55. Seconded by Les and was carried. WEX gas card svcs. – cost \$46.59; Bassett Healthcare two physicals – cost \$325; Coughlin & Gerhart LLP – cost \$206.50.

## **COMMUNICATIONS**

The hall has been scheduled for use on the following dates: 3-03 town planning board meeting. Jackie submitted \$200 cash for the Monday rental.

Bob told board members the February/March 2025 issue of Fire District Affairs newsletter was online to review. One physical issue was received. A by-law change was made regarding directors in the association; there are now two in the region instead of one.

VFIS has offered new online training courses which are free of charge.

Letter received from Board of Elections requesting use of hall for June local, state and federal primary and November general elections.

The county Dept. of Public Health sent form to update any changes to be made regarding the kitchen permit.

## **OLD BUSINESS**

Work orders update: . status of sound proofing of the meeting hall:

- . floor repair hall side:
- . check ceiling for a leak:
- . check leak under overhang by bottle bin:
- . check screen replacement of windows, weed killer around building, outside for rust:
- . check leak truck bay men's room:
- . check outlets around the sink area in the kitchen:
- . install heaters in meeting hall restrooms:

No change in status of above items #1, #2, #5 for this month. HOLD Leaks #3, #4, #6 will be closely monitored. Quotes were obtained for kitchen work and heater installation. Brian motioned to have Westcott Electric do the work for the price of \$3775. Seconded by Les and was carried.

There are no concerns regarding the waste water from the gear washer at this time. It was discussed that perhaps the gear washer could be placed in the meeting hall janitor room. Concerns were that due to having a kitchen adjacent to the hall, this might not be good idea as there might be carcinogens on the gear.

Renee is looking for a grant for the cascade air compression system. Need to obtain the opening date, who can apply, is there a local share that must be submitted. Cory stated he would like to have Plymouth have its own cascade air compression system. He was instructed to obtain updated quotes.

Status of fire call log reports: According to Harold at OES, there are 40 calls not done for 2023 and 80 calls are not done for 2024. Cory begged to differ with Bob on these totals.

Inspections on trucks 272 and 276 have been completed. Truck 271 is scheduled to be done on 2-19.

Bob is continuing to work on completing the cancer and term insurance reports that need to be sent to the state.

## **NEW BUSINESS**

Explore improving fire services for the community covered by Plymouth Fire District. Consolidation, Merger, Deactivation, Dissolution, Fire protection contracts, Hiring a fire chief, etc.: working on gathering information for discussions. A meeting has been scheduled between Plymouth and No. Norwich boards. It is to be held on 4-14, 7:30 p.m. at No. Norwich fire station. Bob mentioned that the City of Norwich has an in-house grant writer who will get back to Bob.

## **COMMUNITY CONCERNS**

No members from the public were in attendance.

## **OTHER**

Truck and station inventories are complete. Cory stated gear, pagers and radios will be submitted in March. When doing the inventory Cory will make a list of items for disposal.

Les will meet with Sherri to complete the internal end of year audit report for 2024.

An updated Certified Driver/Operators list for 2025 was submitted.

An updated Membership Information Job Description/Responsibilities list was submitted.

Brian motioned to purchase three bags of rock salt. Seconded by Brendan and was carried. Les will get the bags from McKees.

Brendan motioned to enter executive session at 8:32 p.m. to discuss the employment history of a particular person, matters of appointment, employment, demotion, discipline, suspension, dismissal or removal of a particular person. Seconded by Renee and was carried. Renee motioned to adjourn executive session and return to regular meeting at 10:17 p.m. Seconded by Brendan and was carried.

## **WORK IN PROGRESS**

(will move these items up for Board Action as background information/reports completed)

Bob adjourned meeting at 10:18 p.m.