

Date: May 20, 2024

Call to order

Pledge to Flag

Approval of the April 15th meeting minutes.

Insurance Review:

Treasurer's Report: Report Approval
 Voucher Approval
 Bank Statements- C. LaPrease
 Close out any finished permissive referendums -

Correspondence:

- M. Harrison has completed the mandatory commissioner training.
- Fire District Affairs
- Letter from the Fire Department Executive Board requesting approval of recent bylaws amendments.

Chief's Report:

T. Gleeson:

Communication:

Have met with the Moyers Corners Command on a couple of occasions to ensure each department is supporting the other as best as possible. Similar discussions with Chief McIntyre of Northwest Fire District. This has resulted in a resource being developed and sent to the Chiefs, Line Officers and Career staff providing direction for response decisions both within the district and to Moyers Corners and Northwest.

Projects:

- Turnout Gear selection & purchase progress.
- Working group creating recommended revisions to policy 03-029 Dangerous and or Armed Person - Active Shooter Threat and policy 03-006 High Risk Ems Calls
- Working group for EMS equipment/bag standardization and development of EMS mentorship program.
- Working group creating an Official tee shirt.

M. Speach:

J. Melchior:

Committee Reports

Long Term Planning: Chair M. Chura

- Sale of R1 and E21

New Truck Committee: Chair D. Rafkis

Lysander Public Safety: Chair C. LaPrease

- Next Meeting Tuesday, May 21st at 7pm at Plainville FD
- Logger extrication drill May 18th.
- Fire Prevention at Elden, May 21st
- Fire Prevention at McNamara, May 29th

Budget & Finance: Chair K. Thompson

- Proposed timetable for 2025 budget

IT Committee: Chair M. Chura

- Phone system

Personnel: Chair K. Thompson

- Employee Handbook

Truck Maintenance: Chair M. Chura

Building Maintenance: Chair C. LaPrease

- Bathroom renovation project.

Steering Committee: Chair D. Rafkis

Fire Prevention: Chair M. Harrison

Old Business:

- Policy review-
- Membership status review.
- Waiver

New Business:

Executive Session:

Public comments:

Meeting dates:

Commissioner's meeting – Monday, June 17 at 7pm

(All meetings at station #1 until further notice or unless specified)

Adjournment –

Timetable for the 2025 Budget Preparation

June 20, 2024 Treasurer to provide detailed breakdown of 2023 final expenditures and detailed breakdown of 2024 year to date expenditures as described in page 2 of this document.

July 17, 2024- Chief's Budget request due to Board of Fire Commissioners Budget Committee

July 17, 2024 - Fire Department Executive budget request due to Board of Fire Commissioners Budget Committee

July 17, 2024- Input from committees expecting increased needs in various line items

July 17, 2024- Personnel discussion regarding possible % of raises – (Personnel reviews to take place prior to August 21, 2024 Board of Fire Commissioners Meeting, with recommendation to Board at that meeting)

August 21, 2024 - Personnel committee recommendations based on reviews and discussion on personnel raises

August 21, 2024 - Proposed Preliminary budget estimates presented to Board

August 21, 2024 – Treasurer to provide amount of debt as of December 31, 2023

September 18, 2024 –Discussion and Preliminary budget approved by Board

October 15, 2024 – 2025 Budget Hearing

October 15, 2024 –Regular monthly meeting for 2025 Budget approval. Last date to approve is Nov. 4, 2024

November 7, 2024 – Deadline to file with the Town.

Belgium Cold Springs Fire District – May 2024

Budget reports

Reports for the previous full year, and January – June of current year for all reports listed below

- Profit & Loss Budget vs. Actual with detail
- Office supplies
- Apparatus
- Office Equipment
- It Upgrades/services
- Repairs & Maintenance / equip.
- Building Maintenance
- Personnel
- Chief
- Executive
 - Banquet
 - Uniforms
 - Drill food
 - Rehab
 - Kitchen supplies
 - Recruitment & retention