



# TOWN OF VERNON

P.O. Box 54  
Vernon, CT 06066  
[www.vernonfire.com](http://www.vernonfire.com)



## STAFF MEETING MINUTES

April 7, 2014

Chiefs: Call, Eppler  
HSO: Hammick  
Captains: Andresen, Crespo, McKinney, L. Muniz, O. Muniz, Shepard, Solito  
Lieutenants: Cascario, Dube, Orłowski, Schambach  
Ambulance: Gauthier  
Communications: Fisher  
Fleet Mgmt: Robinson  
Fire Police: Fluckiger  
Special Members: Carpenter, Colter, Galley

RECEIVED  
VERNON TOWN CLERK  
14 APR - 9 AM 8: 31

The meeting was called to order @ 19:10 p.m. by Chief William Call. Motion was made/2<sup>nd</sup> (Eppler/L. Muniz ) to accept the March Staff Meeting Minutes.

### TRAINING REPORT:

- Training Committee Minutes from March are attached. The next meeting will be on April 17<sup>th</sup> @ 1900 hrs. at the Public Safety Complex.
- Operational and Training Report for April is attached.
- Department Drill Schedule for April is attached.
- TOV Affirmative Action Statement will be coming out on Target Safety.
- CT Fire Officers Weekend was held last weekend. Nine members attended.

### ADMINISTRATION REPORT:

- Company Captains should inventory their "Officer Hardware" and submit to AC Landry ASAP. He will be working with central supply to address needs. Dave/Tami have been asked to create a form.

- Captains are asked to identify non active members and send to A/C Landry ASAP.

***MEMBERSHIP:***

**Re-activated:**

Brian Johnston assigned to Tower 141

***Full Membership:***

Muhammad A. Khan

**Resignation:**

Luis Diaz (training)

Kathleen Marth

Jon Galley

**Return from Leave of Absence:**

Richard Wilcox

***HEALTH & SAFETY:***

- Mercedes Benz has just started installing QR Code stickers in their new models. The QR Code sticker is located on the inside of the "B" post passenger and driver's side and the inside of the fuel fill cover. Searching the QR code with your cell phone reader will take you to a hyperlink for vehicle safety and rescue recommendations. More models will install this in the future. Full article available in this month's Firehouse magazine.
- Firehouse cleaning should be conducted in April
- All flammables/hazardous material should be stored in the Fire Resistant Cabinets. They do not need to be vented outside. Please have the contents itemized. Gas for small motors should be stored on the trucks.
- In an effort to improve our safe operating practices please make a point to station a traffic cone at each corner of your apparatus when parked and it is practical to do so. This includes both emergent and non-emergency situation. When practical safely mark your vehicle by posting a cone at the corners for safety purposes. This message will be posted via email.
- Please check Firehouse for your current address on file with the department. If you are able to do so, change it in the system as necessary or make sure your company captain has your current mailing and living address by May 1 so that it can be undated by us. Double check your email address and phone numbers on file as well. The Chief has been requested by payroll clerk to please provide the correct address for each member. Dave Galley will provide a list.

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- When a vehicle is left unattended in non emergency situations the vehicle is to be shut off and the wheels chocked. Leaving a vehicle unattended and running is to be avoided when safe to do so.
- Gas Meters and other equipment need to be kept charged for the duty officer.
- The Health Department has issued firefighter rehab at scenes policy. Vernon has one of the better policies.

***FIRE MARSHAL:*** See attached.

- Private hydrants are being tracked. They have found many that have not been maintained. It is hoped to force the owners into maintaining these hydrants. Send an email to Chief Call if any private hydrants are located.

***EMD:*** No report

**COMMUNICATIONS:**

- Vernon Fire Car Number assignments is attached.
- Dave Dube inquired about Radios @ Station 4. The rack/set up needs to be re-established. A room will be created for the medic. Jack, Dave Galley and the Chief will take a look at radio equipment tomorrow morning.

**SCBA:**

- SCBA sheets need to be turned into Captain Shepard.
- Cascade status was discussed. Capt. Crespo will get bottles taken care of.
- If budget passes, 15 SCBA units will be purchased. The FEMA Grant approval will not be known for months.

***FLEET MGMT:*** Robinson

- ET-541 - There was an air leak in the compressor compartment that was found. The problem was fixed. Also the DOT inspection and PM has been done. Paperwork had been filled.
- E-441 – DOT inspection and PM is done. Paperwork has been filled.
- ET-141 – DOT inspection and PM is done. Paperwork has been filled.
- R-141 - DOT inspection and PM is done. Paperwork has been filled.
- All other vehicles for the Town of Vernon Fire Department will be done in the near future as well. James will be calling the Captains when their apparatus is up next.

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- Truck checks are missing for some companies.
- There is no info available on Parades at this time.

***TECHNOLOGY:***

- Dave Galley discussed new PC's and moving over to the Vernon\_FR Domain within the next two months.
- Windows XP expires soon. All PC's must be updated to Windows 7. Dave will visit each station to inventory the status. New computers may need to be ordered.

***CENTRAL SUPPLY/UNIFORMS:*** No Report.

***OLD BUSINESS:***

- Hose testing @ Station 141 for the entire fleet is being planned. The Mayor desires to have this completed. A proposal to the council needs to be made.
- Station upgrades are underway:
  - Station 1 & Station 3 doors are in process.
  - Painting on Station 5, carpeting for Station 4
  - All stations will receive new signage.
- Telephone @ Stations 3 & 5 are not working. Captains should send Chief Call an email.
- If the budget is passed, another \$25,000 will be provided for station upgrades. Captains were asked to provide a new list of upgrades needed for their stations.

***NEW BUSINESS:***

- Maintenance Request – see attached. Laptop mounts in the apparatus should be removed. Nobody is using them. Fleet Mgmt. will request removal to be included in routine maintenance with PW.
- Discussion was held regarding firefighter injury at scenes. Recommended cases will be sent to the hospital for medical care. Even if a member refuses treatment at the hospital, it is our responsibility to send them for review.

***UPCOMING EVENTS:***

- The Junior Division fund raiser at the Manchester Sweet Frog's (Toys R Us Plaza), Wednesday April 9, 2014 from 6 p.m. to 9 p.m. Please come down and show your support.
- April 26<sup>th</sup> 9:30 – 2:00 Touch a truck at Tractor Supply. They would like two trucks to attend.
- May 1<sup>st</sup> Ellington Day Drill they are looking for a truck for cross training.
- May 10<sup>th</sup> Public Works Touch a truck and food collection HVCC. ET-541's flower sale location will need to move.
- Comedy Night Show on Friday night at the TKB Club tickets are still on sale. A count is needed ASAP.

***GOOD & WELL BEING:***

- Thank you card from Don Wescott is attached.

Motion was made/seconded (L. Muniz/Shepard) to adjourn the meeting at 20:00

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Carpenter".

Diane Carpenter, Secretary



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## **Training Division Training Meeting Minutes ~ March 20, 2014**

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### **Open Meeting**

Meeting started @ 19:02 with the following members in attendance:

#### **ATTENDANCE RECORD ENTERED IN FIREHOUSE DATABASE**

Exec.	A/C Eppler	ET-441	Capt. Solito, Lt. St.John
ET-141	No Representation	R-441	Lt. Orłowski
R-141	Excused	ET-541	Excused
T-141	Lt. Arel	T-541	No Representation
ET-241	No Representation	Fire Police	Vincelette
ET-341	Lt. Morse, Lt. Hampton	Ambulance	Tech. Malachowsky
E-441	No Representation	Special	

The reading of the minutes from the February 20 meeting was waived.

### **Review of the February Department Drills**

- Night Drills:

2/17/14 - HSO Presentation: Good review of important safety related information including injury reporting, physicals, FIT testing, etc. Safety policy booklets were handed out to those in attendance.

2/24/14 - Chain Saw safety: Lecture and practical session regarding basic use of chain saws, safety issues, maintenance and safe operation.

2/24/14 - Youth Protection Training: Learning for Life (BSA) presentation followed by a review of new Junior Division SOG's. Good information presented to all members in attendance. Certificates will be issued by the BSA to show completion of class.

- Junior Drill

ET-141 was assigned with no formal scheduled topic.

- Day Drill

February was Forcible Entry The first day drill was held on February 3, with only 2 members in attendance, the second session had 6 members show up. Drills were well received and expect steady attendance now that steady schedule is in place. Drill scheduled is being modified to be the first and third Tuesday of every month. An updated schedule will be distributed.

## **March Department Drills**

- Night Drills

4/21/24:

- Basic Chain Saw Safely, Use and Maintenance practical session (re-scheduled): All members, 19:00 at Station 141.

4/28/14:

- Officer Training: All Lieutenants, 19:00 at the Public Safety Building.
- Hydrant Evolutions: Captains, Engineers, Firefighters, 19:00, see Department Drill Schedule for company and location assignments.

- Day Drills

Tuesday 4/1/14 and Tuesday 4/15/14: Vehicle Extrication, 09:00 at Station 141

- Junior Drill

4/7/14, Hydrants and Fire Streams presented by ET-441.

## **Feedback From Staff Meeting / Executive Board / Standing Committees**

- Staff Meeting Highlights – (Staff meeting notes were distributed via email) due to extended staff meeting, Captains received a quick training session on Target Safety Report Generation.
- Recruitment Committee / New Recruit Training – Next Recruit class is underway, Captain's will again be invited to the live burn / skills test when that is scheduled.

## **Training Committee Issues**

### **Old Business**

- Helmet markings for medically qualified personal is almost done, this will be completed by end of month.
- Training on S-341 will be planned for April timeframe.
- The revised plan for trailer qualification and testing is being finalized. This will be rolled out soon.
- Target Solutions Bloodborn Pathogens was assigned and due mid February. Some members have not completed it and/or not completed Hazcom Training.
- Confirmation letters were sent by CFA for the upcoming Fire Officers Weekend. Nine members are going.
- The DQ class was tentatively scheduled and an email will go out to the membership.
- A request for a pump class was sent to the CFA. Waiting a response.
- Members present were tasked with coming up with suggestions for Officer Training topics that they would like to see (for training sessions that follow the Staff Meetings). Still need updates.
- Positive feedback from companies for holding live burn scenarios on a Saturday or Sunday to allow for more training time.
- The length of time for the New Recruit Training program is being looked into and discussed.
- Other Old Business – None

### **New Business**

- There will be a CPR Refresher on Monday April 14, 2014, 19:00 at the Public Safety Building.
- There is a need for a day time CPR refresher class. An email will go out to the membership.
- The Tolland Count Communications Vehicle will be brought to town for the April Officers Training session.
- A suggestion was made to look into a PHSLS class. It has been many years since that was done.
- Other New Business – None.

### **Close Meeting**

The meeting was adjourned at 20:05. *The next scheduled Training Committee meeting is Thursday, April 17, 2014, 19:00 at the Public Safety Building.* All companies need to be represented and all interested members are welcome.



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## Operations and Training Report for April, 2014

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- The Training Committee met on March 20, 2014 at the Public Safety Building. Minutes from the meeting are attached. The April Training Committee meeting will be held on Thursday, April 17, 2014, 19:00 at the Public Safety Building.
- April Department training will consist of the rescheduled Chin Saw Safety Practical (all members will attend), Lieutenants Officer Training and Practical Hydrant Evolution. The drill schedule is attached.
- The day drill topic for April will be vehicle Extrication
- There will be a makeup class for CPR and First Aid/AED Refresher on Monday, April 14, 2014, 19:00 at the Public safety Building.
- The DQ class has been scheduled and an email went out to the department. Class dates will be 5/3, 5/17, 5/31 and 6/21 for the test. Members interested in attending should contact me by email.
- Ellington is hosting a mutual aid apparatus review drill. ET-541 and R-441 will be attending. Any interested members may also attend (no other apparatus). This will be held Thursday, May 1, 2014, 19:00 at Station 43.
- A weekend pump class is being scheduled, due to the number of requests that the CFA has, this will not likely occur until September.
- Target Safety class Bloodborne is overdue but still needs to be completed by a few members. Captains need to discuss this with their members.
- Helmet markings for medically qualified members should be finalized. Members still needing markings should contact me.
- Youth Protection Training is complete. Certificates will be distributed. The second set of certificates has not been received yet.
- CIRMA Defensive Driving was completed, waiting on certificates for that class.
- The Training Committee is discussing live fire training and holding it on a Saturday or Sunday to allow more time. The companies that provided feedback were positive so far.
- The Town of Vernon Affirmative Action statement and Firefighter Code of Ethics document will be distributed via Target Safety for reading and acknowledgement.
- The CFA Officer Weekend was held April 4 through April 6. Members attending took a variety of classes and all had positive comments.

Please contact me with any questions or clarifications,

A/C Eppler



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## Training Division DEPARTMENT DRILLS FOR APRIL, 2014

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CAPTAIN'S, PLEASE POST THIS NOTICE

### April Department Drills/Activities:

#### **Monday, April 21<sup>st</sup>:**

- Basic Chain Saw Safely Practical (Re-Scheduled):

All Members, 19:00 at Station 141

#### **Monday, April 28<sup>th</sup>:**

- Officer Training:

All Lieutenants, 19:00 at the Public Safety Building

- Basic Hydrant Evolutions:

ET-141, E-441, T-541, Junior Division 19:00 @ Station 141

ET-241, ET-441, R-141, 19:00 @ West Main Street

ET-341, ET-541, R-441, T-141, 19:00 @ Naek Road

Fire Police are requested to help at West Main Street and Naek Road Location.

### **April Day Drills:**

- Tuesday April 1<sup>st</sup> and Tuesday April February 15<sup>th</sup>, 09:00 at Station 141, drill topic will be vehicle extrication. All available members welcome to attend.



**Raymond A. Walker, Jr.  
Fire Marshal**

**rwalker@vernon-ct.gov**

**Fire Marshal's Monthly Report**

**For March, 2014**

**Submitted for April 1<sup>st</sup>, 2014**

**Current FMO Projects:**

Regular inspections based upon a periodic schedule, in response to complaints, and inspections of new work continue; 47\* existing buildings and 6 new construction sites were inspected during March by FM Walker.

\*Deputy Fire Marshal Call handled 2 additional existing building inspections.

The Fire Marshal and Deputy Fire Marshals investigated 11 fires and alarms during March.

The private hydrant improvement program has been started and the first steps have included an assessment of current conditions and a sharing of information with the CT Water Co as to known existing hydrant maintenance programs. DFM Call will be taking the lead in this project.

FM Walker, Chief Call, and Dr. Conway visited Lake St and Skinner Rd Schools on March 6<sup>th</sup> to recognize the local fire prevention poster contest winners.

Several building and renovation projects continued in March. These included the Holiday Inn, Dollar General, DaVita, TJ Maxx, 444 Hartford Tpke, 200 West Main St and the Park West Apartment Complex off Terrace Dr.

DFM Call joined other regional public and private fire prevention and protection representatives for a tour and demonstration at the Factory Mutual Research Lab in Rhode Island.

**Upcoming FMO Projects:**

The private hydrant inspection / maintenance program will continue.

It is anticipated that the FMO will work with members of the TVFD to host several pre fire planning tours of the construction activity described above.

FM Walker will be an instructor at several National Fire Academy classes and the Building Professional's Institute during April.

**Respectfully,**

**Raymond A. Walker, Jr.  
Fire Marshal**

**55 West Main Street, Vernon CT 06066**

**Tel: (860) 870-3652**

**www.vernon-ct.gov**

**Fax: (860) 870-3589**



## Town of Vernon Radio Designations

<b>Fire Department</b>			<b>Rank</b>
	<b>Radio #</b>		
Low Band	UHF Town		
Car 41	FD 1	Call, Bill	Chief
Car 141	FD 2	Eppler, Steve	Asst. Chief
Car 241	FD 3	Landry, Stan	Asst. Chief
Car 341		Duty Officer	
Car 441	FD 4	Muniz, Tabby	Capt Eng 441
Car 541	FD 5	Solito, Bill	Capt ET 441
Car 641	FD 6	Muniz, Tony	Capt Res 441
Car 741	FD 7	Shepard, Scott	Capt ET 541
Car 841	FD 8	Maguda, Dave	Capt T 541
Car 941	FD 9	Andresen, Jon	Capt ET 141
Car 1041	FD 10	Lucas, Jon	Capt ET 241
Car 1141	FD 11	Crespo, Carlos	Capt ET 341
Car 1241	FD 12	Landry, Steve	Capt Res 141
Car 1341	FD 13	McKinney, Tom	Capt T 141
Car 1441	FD 14	Hammick, Chris	Safety Off.
Car 1541	FD 15	Fisher, Jack	Capt Communications Officer
Car 1641	FD 16	Wescott, Don	Fleet Management
Car 1741	FD 17	Graugard, Bill	Liaison Off
Car 1841	FD 18	Mike Colt	Capt. Junior Advisor
<b>Fire Marshal's Office</b>			
FM 141	FM 1	Walker, Ray	Fire Marshal
FM 241	FM 2	Stan Landry	Dept FM
FM 341	FM 3	Christian Frezza	Dept FM
FM 441	FM 4	Call, Bill	Dept FM
<b>Emergency Management</b>			
Car 2141	EMD 1	Puracaro, Mike	Emer. Mgt. Dir
Car 2241	EMD 2	Bova, Mike	Asst. Emd Dir
<b>Vernon Ambulance</b>			
Medic 541	Medic 541	Gauthier, Jean	Amb. Coordinator
Medic 641	Medic 641	Marth, Clint	Asst. Amb Coordinator
<b>Fire Police</b>			
PD 141	PD 141	Fluckiger, Tim	Capt. Fire Police
PD 241	PD 241	Konarski, Charles	Lieut. Fire Police
PD 341	PD 341	Vincelette, Steve	Lieut. Fire Police
PD 441	PD 441	Fitzgibbons, Scott	Fire Police
PD 541	PD 541	Kincman, Cheryl	Fire Police
PD 641	PD 641	Trimmer, Bill	Fire Police
PD 741	PD 741	Prue, Chris	Fire Police
PD 841	PD 841	Pugliese, Mark	Fire Police
PD 941	PD 941	Devoux, Chris	Fire Police
PD 1041	PD 1041	Durante, Bob	Fire Police
PD 1141	PD 1141		Fire Police
PD 1241	PD 1241	Dreher, Alfred	Fire Police
PD 1341	PD 1341	Poirier, Frank	Fire Police



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Fire Department**

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<b>Low Band</b>		
Car 41	Call, Bill	Chief
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Car 241	Landry, Stan	Asst. Chief
Car 341	Duty Officer	
Car 441	Muniz, Tabby	Capt
Car 541	Solito, Bill	Capt
Car 641	Muniz, Tony	Capt
Car 741	Shepard, Scott	Capt
Car 841	Maguda, Dave	Capt
Car 941	Andresean, Jon	Capt
Car 1041	Lucas, Jon	Capt
Car 1141	Crespino, Carlos	Capt
Car 1241	Landry, Steve	Capt
Car 1341	McKinney, Tom	Capt
Car 1441	Hammick, Chris	Safety Off.
Car 1541	Fisher, Jack	Capt Communications Officer
Car 1641	Wescott, Don	Chief Engineer
Car 1741	Graugard, Bill	Liaison Off

**Fire Marshal's Office**

FM 141	Walker, Ray	Fire Marshall
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PD 541	Kincman, Cheryl	Fire Police
PD 641	Trimmer, Bill	Fire Police
PD 741	Prue, Chris	Fire Police
PD 841	Pugliese, Mark	Fire Police
PD 941	Devoux, Chris	Fire Police
PD 1041	Durante, Bob	Fire Police
PD 1141		Fire Police
PD 1241	Dreher, Alfred	Fire Police
PD 1341	Poirier, Frank	Fire Police



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<b>Radio #</b>		<b>Rank</b>
<b>UHF Town</b>		
FD 1	Call, Bill	Chief
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FD 3	Landry, Stan	Asst. Chief
	Duty Officer	
FD 4	Muniz, Tabby	Capt
FD 5	Solito, Bill	Capt
FD 6	Muniz, Tony	Capt
FD 7	Shepard, Scott	Capt
FD 8	Maguda, Dave	Capt
FD 9	Andresean, Jon	Capt
FD 10	Lucas, Jon	Capt
FD 11	Crespino, Carlos	Capt
FD 12	Landry, Steve	Capt
FD 13	McKinney, Tom	Capt
FD 14	Hammick, Chris	Safety Off.
FD 15	Fisher, Jack	Capt Communications Officer
FD 16	Wescott, Don	Chief Engineer
FD 17	Graugard, Bill	Liaison Off
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PD 941	Devoux, Chris	Fire Police
PD 1041	Durante, Bob	Fire Police
PD 1141		Fire Police
PD 1241	Dreher, Alfred	Fire Police
PD 1341	Poirier, Frank	Fire Police

D,

Please include this topic in the staff meeting agenda.

I believe there are a few companies that still use them

Thanks

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From: chammick@vernon-ct.gov  
To: wcall@vernon-ct.gov, slandry@vernon-ct.gov, seppler@vernon-ct.gov  
Sent: 4/2/2014 6:50:02 A.M. Eastern Daylight Time  
Subj: Maintenance Request

Chief,

Yesterday I attended day drill and was approached by Ray Tautic. We talked about his accident a couple of months ago and he mentioned to me that he still can't see the warning light in the engine cab indicating that a compartment door is open. Ray had used this mitigating factor in his defense when he tore the compartment door off while exiting the firehouse responding to a call. He asked me if PWD could move the light, which is hidden by the laptop mounting tree bolted to the floor.

I inspected the cab and there appears to be room to move the light and remount it on the left side of the driver where he can see it. On its surface this would appear to be a fair and reasonable request. After thinking about it for a few hours I have come to another decision that I would like you to consider. I believe we need to remove all the laptop mounting hardware and eliminate the laptops from the cab. These laptops are over 12 years old and we have no use for them any longer. The hardware in the cab is presenting visual obstructions and a considerable secondary crash hazard. I think we should remove them all, recycle them and dispose of them through data processing and remove the mounting hardware for either resale or disposal. The biggest risk to me is the danger of all this hardware remaining in the vehicles and presenting a crash hazard to our personnel.

Please consider my recommendation and let me know what you think. The best way to handle this would be to schedule PWD to systematically remove all this equipment and return it to us for disposal. I can't even think of a use for a 12 year old laptop other than a boat anchor.

CHRISTOPHER HAMMICK  
FD Safety Officer  
Vernon Fire / EMS  
860-978-0664

For staff

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From: vernonfire@vernon-ct.gov  
Sent: 4/5/2014 4:44:17 P.M. Eastern Daylight Time  
Subj: Fire Resistant cabinets

**ATTENTION ALL COMPANY CAPTAINS, MEMBERS**

Fire resistant cabinets were recently delivered to all firehouses. These cabinets are to be used for the storage of ALL flammables, paints and other such hazards. Gasoline stored in containers on apparatus for use in emergencies is exempt.

The Chief expects that a work detail or company operations will allow sufficient time for your personnel to gather all such flammables and materials and store them in the new cabinets. In the case of Station 1 and 4 where multiple companies share quarters, the Chief expects everyone to cooperate, no matter what the ownership of said flammables are and store them in the cabinets in an organized manner. If there is any question as to age, hazard or usefulness of any particular old containers of material they are to be disposed of by storing them and notifying PWD or myself for proper pick up.

Company captains please see that this directive is carried out.

HSO

**DO NOT REPLY TO THIS EMAIL. IT WAS SENT FROM AN UNMONITORED DISTRIBUTION MAILBOX FOR VERNONFIRENEWS.**

See the contact information below for reply purposes or questions on email content from authorized users.

wcall@vernon-ct.gov (Chief)  
slandry@vernon-ct.gov (Asst Chief)  
seppler@vernon-ct.gov (Asst Chief)  
chammick@vernon-ct.gov (HSO)  
thahn@vernon-ct.gov (Admin Asst)  
kmarth@vernon-ct.gov (Admin Asst)

To the Members of  
The Vernon Fine Dept  
I wish to thank you  
~~for~~ for  
The Fine Basket.  
It helps to speed  
The Recovery along  
The Right of the  
Bought, I want to  
Wish all the awardless  
Congratulation  
I will be on back  
on line soon  
Doris Westcott

Thanks to each of you...

Thanks to all of you...

Thanks for everything!



## VERNON VOLUNTEER FIREFIGHTERS ASSOCIATION INC

P.O. BOX 951  
VERNON, CONNECTICUT 06066

### ***BOARD OF DIRECTORS MEETING***

March 31, 2014

Present: Andresen, Avarista, Bowman, Call, Carpenter, Crespo, Fisher, Fluckiger, Gauthier, Hammick, Stan Landry, Steve Landry, Maguda, Muniz, Robertson, Shepard, St. John, Turkington

The meeting was called to order at 6:30 p.m. by President, Robert Turkington.

#### ***Treasurer's Report***

- Bob Turkington reported on Annual and 1<sup>st</sup> Quarter results in Dave's absence. During 2013 Expenses were \$9,828 and income was \$2,662. The 12/31/13 checkbook balance was \$14,462.
- During 1<sup>st</sup> Quarter there were expenses reported of \$1,125 and income of \$582. The current checkbook balance is \$13,920.
- Activity for the 2013 Toys for Tikes event were: Income \$5,762, Expenses \$5,361. The current checkbook balance is \$1,712. The Ameriprise Financial balance as of 3/31/14 is \$26,330.

Motion was made/seconded (Stan Landry/Shepard) to accept the Treasurer Reports as submitted.

#### ***Communications & Bills:***

- A donation of \$100 was received from John Murphy.

#### ***Good & Welfare:***

- Flags have been ordered. Otherwise there is nothing to report.

#### ***Toys for Tikes:***

- In 2013 we delivered toys to 310 children from 199 families. The Toy purchase from Toys R Us worked well.

#### ***Christmas Party:***

- The 2014 party will be hosted by E-441.

***Annual Banquet:***

- The Banquet went very well. 115 tickets were sold. The 2015 Banquet will be hosted by ET-241.

***Department Picnic:***

- Stan Landry discussed the 2013 family picnic and hopes to plan a 2014 event. Approximately 80 people attended last year. Suggestions were that that date is picked sooner and volleyball would be a good activity. The inflatable house for kids has been successful and planned again for the next picnic.

***Comedy Show:***

- Approximately 50 tickets have been sold for the April 11<sup>th</sup> event. 80 is breakeven. We need to sell significantly more tickets if this event is to be a success and profitable. Stan is considering cancellation to avoid embarrassment. It will be discussed with the membership.

***Old Business:***

- Bob Turkington discussed the By-Law change to set an amount of \$15 per quarter for dues from those members who receive stipends. Many questions were raised and addressed. In the event the proposal does not pass, a future meeting will be necessary with the Board of Directors to discuss budget alignment. There is no decision on possible payroll deduction at this time.

***New Business:*** None

***Upcoming Events:***

- ET-541 Mother's Day Flower Sale will be held on May 9, 10 & 11 at the Ladd and Hall parking lot and Public Works.
- The Junior Company will be hosting a Fundraiser at Sweet Frogs on April 9<sup>th</sup> from 6-9:00 p.m. They are located in Manchester at the Toys R Us Plaza.

***Good & Welfare:*** None

The meeting was adjourned at 7:02 p.m.

Respectfully submitted,



Diane Carpenter, Secretary



## VERNON VOLUNTEER FIREFIGHTERS ASSOCIATION INC

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P.O. BOX 951  
VERNON, CONNECTICUT 06066

### *ANNUAL ASSOCIATION MEETING MINUTES*

March 31, 2014

The meeting was called to order at 8:05 p.m. by President, Robert Turkington. Motion was made/seconded (Fischer/A. Shepard) to accept the minutes from the December 30, 2013 Association Meeting.

#### *Treasurer's Report:*

- Dave Galley reviewed the Annual Report results. During 2013 Expenses were \$9,828 and income was \$2,662. The 12/31/13 checkbook balance was \$14,462.
- Activity for the 2013 Toys for Tikes event were: Income \$5,762, Expenses \$5,361. The current checkbook balance is \$1,712. The Ameriprise Financial balance as of 3/31/14 is \$26,330.

Motion was made/seconded (Eppler/Boulette) to accept the Treasurer Reports as submitted.

#### *Election of the Board of Directors:*

- As stated in the by-laws, each Company Captain or their designee shall represent the Board of Directors. In addition to the Captain, the Fire Chief and Fire Police Coordinator will serve on the Board.

#### *Good & Welfare Committee:*

- Dick Bowman, Craig Bowman, Kevin Bowman, and Jeff Bifolck will continue to serve this committee. Motion was made/seconded (Shepard/Morse) to accept the existing committee.

#### *Toys for Tikes:*

- Diane Carpenter and Ron Fischer will continue to coordinate Toys for Tikes activities. Motion was made/seconded (Eppler/Morse) to accept the existing committee.

***Charitable Funds Committee:***

- Three members are needed to fulfill the committee. They will screen funding requests prior to Quarterly meetings and bring their recommendations to the Board of Directors. This committee is being re-activated per the Association By-Laws. Dave Dube, Dave Williams and Eric Riggott volunteered. All future requests for funding should be submitted to one of these members with sufficient time for their review prior to a quarterly meeting.

***Christmas Party Committee:***

- The 2014 Christmas Party will be hosted by E-441.

***Banquet Committee:***

- The 2015 Annual Banquet will be hosted by ET-241.

***Election of Officers:***

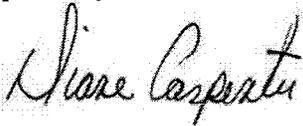
- ***Secretary*** - Diane Carpenter was nominated to continue the office of Secretary. Motion was made/seconded (Hammick/A. Shepard) to accept Diane Carpenter for Secretary. Motion carried.
- ***Treasurer*** - David Galley was nominated to continue the office of Treasurer. Motion was made/seconded (Boulette/Morse) to accept Dave Galley for Treasurer. Motion carried.
- ***Vice President*** – Carlos Crespo was nominated to the office of Vice President. Motion was made/seconded (Galley/Morse) to accept Carlos Crespo for Vice President. Motion carried.
- ***President*** – Robert Turkington was nominated to continue the office of President. Motion was made/seconded (A. Shepard/Morse) to accept Robert Turkington for President. Motion carried.

***Annual Dues:***

- Per Article XII of the VVFA By-laws, Dues are discussed/set at the Annual Meeting. Further to discussion from the 12/30/13 Association Meeting and subsequent posting to implement member dues of \$15.00 per quarter; the By-Law change was discussed with the membership. The proposal states that dues shall be remitted to the Treasurer by all members from the member's quarterly remuneration stipend received from the Town of Vernon Fire Department. President Turkington noted that Town Hall is working on options for automatic deduction of dues, but has not finalized a plan at this time. Continuation of this Corporation to provide good and welfare services to its members, provide discounted/free events (Christmas Party, Banquet, Family Picnic), Softball team sponsorship, retain insurance coverage for events, provide charitable donations to the community, as well as continuation of Toys for Tikes under our organization, it is imperative for an ongoing funding plan be established. After much discussion a motion was made/seconded (Hammick/Maguda) to close the debate and move to vote. A quorum was present to complete the voting process. Motion was made/seconded (Galley/Fischer) for the Association to set 2014 Dues @ \$15.00 per quarter per member. By a vote of hands, the motion passed by 2/3 of those present.

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Carpenter".

Diane Carpenter, Secretary



## VERNON VOLUNTEER FIREFIGHTERS ASSOCIATION INC

P.O. BOX 951  
VERNON, CONNECTICUT 06066

### *ASSOCIATION MEETING MINUTES*

March 31, 2014

The meeting was called to order at 8:52 p.m. by President, Robert Turkington. Motion was made/seconded (Fischer/St.John) to accept the minutes from the December 30, 2013 Association Meeting.

#### *Treasurer's Report:*

- David Galley reported on 1<sup>st</sup> Quarter results. During 1<sup>st</sup> Quarter there were expenses reported of \$1,125 and income of \$582. The current checkbook balance is \$13,920.

Dispensing of Other Committee Reports was waived.

#### *Communications & Bills:*

- A \$100 donation was received from John Murphy for our services.

#### *Old Business:*

- Comedy Show status was reported by A/C Landry. To date approximately 50 tickets have been sold. The event is scheduled for April 11<sup>th</sup> and it is extremely disappointing to see the lack of participation given to this event. There is a chance the show will be cancelled due to lack of interest. Ticket sales have been opened up to the public with hope that we will be able to fill the room.
- Family Picnic is tentatively scheduled for 9/6/14, however is subject to change due to the Ellington Parade. A/C Landry will coordinate with Ellington and will advise. There is a working fund of \$750 for the picnic. A representative from each company is needed by the next Staff Meeting to assist with planning.
- Proposed change to the Corporation By-Laws:
  - All occurrences or references to the phrase "Toys for Tots" is amended to "Toys for Tikes".
  - Article III, Section 7, Notice of Special Meetings; reference to mailboxes in the phrase "located at Station 441" shall be removed and the word "Department" shall be added.

Motion was made/seconded (Hammick/A. Shepard) to accept the proposed By-Law changes as written. Motion carried.

***New Business:***

- HSO Hammick presented the Financial Report of LOSAP and noted a large surplus in this plan. Chief Call advised reviving the existing LOSAP Committee (D. Galley, R. Bowman, J. Fisher) to review LOSAP documentation and prepare a written proposal to the town to request reopening the file to negotiate changes. If there are other members interested in participating, please contact Chief Call or someone on the Committee. Following the meeting it was determined that this subject belongs within the Department Meeting Minutes and will be copied accordingly.
- Zane Pearson was nominated for Lifetime Membership. This also should be a Department Meeting discussion and will be addressed in those minutes.

***Upcoming Events:***

- ET-541 Mother's Day Flower Sale will be held on May 9, 10 & 11 at the Ladd and Hall parking lot and Public Works.
- The Junior Company will be hosting a Fundraiser at Sweet Frogs on April 9<sup>th</sup> from 6-9:00 p.m. They are located in Manchester at the Toys R Us Plaza.

***Good & Welfare: None***

Motion was made/seconded (Boulette/Fischer) to adjourn the meeting @ 9:20 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Diane Carpenter".

Diane Carpenter, Secretary



# TOWN OF VERNON FIRE DEPARTMENT

P.O. Box 54  
Vernon, CT 06066  
[www.vernonfire.com](http://www.vernonfire.com)



## *Annual Meeting Minutes*

March 31, 2014

The Annual meeting of the Town of Vernon Fire Department was called to order at 7:10 p.m. by Chief, William Call.

### *Presentation of Company Lieutenants:*

ET 141 - 1st - Jake Miceli  
2nd - John Bush

R 141- 1st - Jeff Schambach  
2nd - Josh Pearson

T 141 - 1st - Alan Arel

ET 241 - 1st - Vince Avarista  
2nd - Todd Cascario

ET 341 - 1st - Dan Morse  
2nd - Walter Hampton

E 441 - 1st - Dan Robertson  
2nd - Chris Pearson

ET 441 - 1st - Blake St John  
2nd - Matt Thibodeau

R 441 - 1st - Pete Orłowski

T 541 - 1st - Dave Dube  
2nd - Dave Williams

ET 541 - 1st - Rob Babcock  
2nd - Bob Turkington

FP - 1st - Charles Konarski  
2nd - Steve Vincelette

**Annual Reports:** Admin., Training and Safety Reports were provided to the membership in March.

- Administration Report
- Training Report
- Safety Report
- Board of Firefighters Report - None

**Election of Committee Members:**

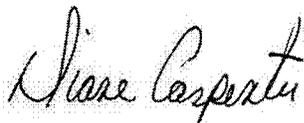
- **Board of Firefighters:** Tim Moore (Station 241), Josh Isham (E-441), Clarence Redshaw (ET-441) Pete Orlowski (R-441), Eric Riggott (T-541), Chris Prue (Fire Police), and Clint Marth (Station 641) were named to the committee for the 2014-2015 term. Ron Fischer is taking the place of Richard Harding (Retired) for ET-141. Motion was made/seconded (Eppler/Crespo) to accept the named committee. Motion carried.
- **Uniform Committee:** The following members were nominated for the Uniform Committee: Dave Goric, Tami Hahn, Edgar Jackson, and Dan Robinson. Motion was made/seconded (Shepard/Morse) to fulfill Uniform Committee duties. Motion carried.
- **Awards Committee:** The following members were nominated to serve on the Awards Committee: John Lucas, Jeff Bifolck, Jeff Schambach, Jean Gauthier, Mike Colt, Jim Morse, and Linda Lukas. Motion was made/seconded (D. Galley/Shepard) to fulfill duties of the Awards Committee. Motion carried.

**Election of Special Members:**

- |                  |   |
|------------------|---|
| Chaplain -       | Adam Colter   |
| Photographer -   | Pat Dooley and Charlie Konarski   |
| Junior Advisor - | The Junior Advisor position is now an appointed position by the Executive Board and no longer elected. Mike Colt currently holds the position. Other volunteers assisting with the Junior Members are: Linda Lukas, Sandy Manseau, Karen Colt, and Ron Fischer. |
| Secretary -      | Motion was made/seconded (Eppler/Morse) for Diane Carpenter to continue as Department Secretary. Motion carried.  |

Motion was made/seconded (Landry/Hammick) to adjourn the meeting at 7:25 p.m.

Respectfully submitted,



Diane Carpenter, Secretary



# TOWN OF VERNON FIRE DEPARTMENT

P.O. Box 54  
Vernon, CT 06066  
[www.vernonfire.com](http://www.vernonfire.com)



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## *Department Meeting Minutes*

March 31, 2014

The meeting was called to order at 7:26 p.m. by Chief, William Call. Motion was made seconded (Shepard/Morse) to approve the minutes from the December 30, 2013 meeting.

### ***Training Report:***

A/C Eppler reported the following activities:

- CPR makeup will be held April 14<sup>th</sup> @ 19:00 Public Safety Complex. A daytime CPR Refresher will also be conducted shortly. An email will follow with more detail.
- DQ tentative dates are 5/3, 5/17, 5/31, and 6/21.
- Ellington Mutual Aid Drill will be held on May 1<sup>st</sup> at 19:00 Station 43.
- Youth protection training is complete.
- Helmet markings for medically qualified personnel will be done by month end.
- The cub scouts have requested a fire truck presentation on Wednesday. Edgar Jackson volunteered. A/C Eppler will work with Edgar on the assignment.

### ***Administration Report:***

- Bus transportation for the Boston firefighter's funeral was discussed. The Manchester Union is providing a bus @ 5:30 a.m. leaving from the Pleasant Valley Commuter lot.
- Awards were distributed to those members that were not at the Banquet.

### ***Health & Safety Report:***

- Drill Occupational Health and Safety information was given to Captains to share.
- Policy Procedures and Guidelines are available for viewing.

- NFPA forbids the wearing of helmets in apparatus.
- A New Youth Mentoring clause has been implemented that informs that daily contact between Junior and Senior members is not permitted.
- Professionalism and Confidentiality Clause states that no patient information is allowed on Facebook or social media.
- LOSAP form was distributed to Captains for file.
- Annual Physicals are mandatory. There is money in the account to have them completed now.
- New Fit Testing machine has been received. Physicals must be reported in order for fit testing to be completed. This is a default of the machine that cannot be overridden. Physicals can be completed @ Corp Care (they've moved to 2800 Tamarack Ave, SW), personal physician (our documents must be taken and be completed by your md), Career Firefighters – an endorsement must be provided from your employer stating clearance and their fit testing will also be accepted.
- Vehicle policy – cones are to be used at vehicle corners.
- Rehab tent – Email HSO Hammick if anyone is interested on set up/use.
- Three new gas meters have been received. They are on constantly and have battery life of 24-36 months. They have been placed on EMT response bags. They have a low/high alarm, however, do not provide actual readings.
- FEMA Grant for SCBA equipment is our priority this year.
- Accountability I.D.'s – members should obtain forms at the end of this meeting for those still needing ID's.
- Firehouse Maintenance should be conducted in all Stations during the month of April.

***Uniform Committee Report:*** None

***Board of Firefighters*** – None

***Old Business:***

- Josh Isham reported that Don Westcott is recovering and looking forward to returning to duty.

***New Business:***

- Parade list will be forwarded soon.
- Chief Call discussed Budget activities. We currently see an increase in testing funds, however, none in apparatus repair.
- A committee is being formed to focus on membership classifications. A/C Landry, Diane Carpenter, Dick Bowman and the Company Captains are asked to assist with clarifying all classes of membership. It is desired to propose guidelines and have the proposal ready for the next Department/Association Meeting. Department By-Laws will need to be brought to the BOFF for revision.
- Motion was made by Chris Pearson to grant Lifetime Membership Status to Zane Pearson. The motion was seconded R. Fischer. Motion carried.
- HSO Hammick presented the Financial Report of LOSAP and noted a large surplus in this plan. Chief Call advised reviving the existing LOSAP Committee (D. Galley, R. Bowman, J. Fisher) to review LOSAP documentation and prepare a written proposal to the town to request reopening the file to negotiate changes. If there are other members interested in participating, please contact Chief Call or someone on the Committee

Motion was made/seconded (A. Shepard/Jackson) to adjourn the meeting at 8:00 p.m.

Respectfully submitted,



Diane Carpenter, Secretary