

**Colebrook Fire Department  
Forge Company  
June 2, 2020 Monthly Meeting Minutes**

Deputy Chief Todd Hiller called the regular monthly meeting of the Colebrook Fire Department Forge Company to order at 19:12 hours.

**The following items were discussed:**

Secretary Steve Sartirana presented the meeting minutes from the May meeting. With there being no discussion or amendments to the minutes, a motion was made by Terry Phelan, and seconded by Bob Bull to accept the minutes as read. The motion passed unanimously.

Treasurer Rick Tillotson presented the monthly company bills and account balances. After a brief discussion on the remaining budget and needed expenditures for this fiscal year, a motion was made by, Terry Phelan and seconded by Bryce Zygmunt to accept the report as read. The motion passed unanimously.

**Old Business:**

Deputy Chief Hiller advised the membership that when responding to reported open burning contact a burning official should the individual not have a valid burning permit. In the event a burning official is not available, the department shall extinguish the illegal burn.

Deputy Chief Bartlett will be contacting vendors to arrange demonstration of rescue tools for purchase with the appeal letter funds. Deputy Chief Hiller will speak to Chief Carfiro regarding an appeal letter for this year.

Rick Tillotson spoke with the realtor regarding the use of the building on Beach Hill for training. He will be contacting the property owner for further information.

Rick Tillotson provided an update on the COVID-19 response. Additional PPE has been received and distributed. Firefighting testing is on hold for further determination. Please continue to observe our protocols regarding disinfecting, social distancing and the use of PPE.

**New Business:**

The MSA packs purchased by the department will be sold. Chief Carfiro is checking on the possible purchase of two new air packs for each company.

The July 4<sup>th</sup> celebration has been canceled.

Deputy Chief Hiller will work on developing a limited training schedule for the upcoming months.

Steve Sartirana is working on fabricating hose racks for the apparatus bays to store spare hose.

Captain Phelan is working on cleaning up the outside storage area. He is looking into securing a dumpster to dispose of the accumulated debris.

Captain Phelan will be purchasing two different manufacturers hand lights to evaluate. Based on the recommendations of the evaluation, the company will purchase additional lights to replace any outdated or broken lights.

Rick Tillotson picked up the new 800mhz radios provided by the State. He will return the old I-Tac/I-Call radios to the State.

Being no further business, a motion was made by Terry Phelan and seconded by Bryce Zygmunt to adjourn the meeting. The motion passed unanimously, and the meeting adjourned at 20:29 hours following the pledge of allegiance.

Respectfully submitted,

*Steven J. Sartirana*

Steven J. Sartirana  
Secretary