

**Colebrook Fire Department
Forge Company
May 5, 2020 Monthly Meeting Minutes**

Deputy Chief Todd Hiller called the regular monthly meeting of the Colebrook Fire Department Forge Company to order at 19:08 hours.

The following items were discussed:

Secretary Steve Sartirana presented the meeting minutes from the March meeting as the April meeting was canceled due to the COVID-19 pandemic guidance. With there being no discussion or amendments to the minutes, a motion was made by Rick Tillotson, and seconded by Ralph Hazen 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 for the fiscal year, a motion was made by, Terry Phelan and seconded by Steve Sartirana to accept the report as read. The motion passed unanimously.

Old Business:

There was no report from the truck committee as they were not able to meet due to the COVID-19 pandemic guidance.

The appreciation dinner was postponed due to the COVID-19 pandemic guidance. The dinner will be scheduled when social gatherings can be held again.

Rick Tillotson is still gathering information regarding the possible training structure on Beach Hill Rd.

New Business:

Captain Phelan will work on compiling a list of small equipment and hose to be purchased before the end of the fiscal year.

Deputy Chief Hiller explained the funding in the capital expenditure account for the department.

Deputy Chief Hiller advised the company that when responding to incidents involving illegal burning contact one of the town's burning officials. He will get a determination on the department's actions should a burning official be unavailable.

A generous donation from the Tiffany-Thompson foundation was received. Secretary Sartirana will send a thank you letter.

Deputy Chief Hiller will follow up on the purchase of rescue equipment from the appeal letter and the department's intentions for an appeal letter this year.

Rick Tillotson provided an update on the COVID-19 pandemic. Thee PPE that he ordered was received and distributed between the two companies. We will need to continue with all of our protocols regarding disinfecting, social distancing and the use of PPE.

Deputy Chief Hiller thanked everyone for their response to the town hall incident. Significant damage occurred and services within the town hall may be limited at this time.

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 20:05 hours following the pledge of allegiance.

Respectfully submitted,

Steven J. Sartirana

Steven J. Sartirana
Secretary