

**Colebrook Fire Department  
Forge Company  
January 5, 2021 Annual Meeting Minutes**

Deputy Chief Todd Hiller called the annual meeting of the Colebrook Fire Department Forge Company to order at 19:11 hours.

**Reading and approval of minutes:**

Secretary Steve Sartirana presented the minutes from the December 2020 meeting. With there being no discussion or amendments to the minutes, a motion was made by Terry Phelan, and seconded by Bryce Zygmunt to accept the minutes as read. The motion passed unanimously.

**Report of Treasurer and bills for payment:**

Treasurer Rick Tillotson presented the monthly company bills and account balances. With there being no discussion or amendments to the report, a motion was made by, Terry Phelan and seconded by Bryce Zygmunt to accept the report as read. The motion passed unanimously.

**Communications, correspondence, and notices:**

A thank you was received from the Bernstein family for our response to the fire at their residence on Smith Hill Christmas eve. They were extremely grateful for our hard work and efforts in protecting their family, home, and personal belongings, they were especially grateful for saving their Christmas gifts.

A thank you was received from Sally Coleman for our help with burning the brush piles on her property.

A donation was received from Mathew Carroll. The secretary will send a thank you letter.

**Report of Committees:**

The truck sale committee reported that the Sandisfield Fire Department is still considering the purchase of either Tanker 32 or Engine 1 or both.

**Admission of applications for new membership:** None

**Old Business:**

Deputy Chief Hiller thanked everyone for their participation in the Gator Parade in Winsted and the Colebrook Santa Parade that was held in place of the Annual Christmas Party.

The RIT pack has been purchased. As the price of the pack was going to increase significantly, a meeting was conducted while at the work detail to approve the purchase. The West Hartland Fire Department may be interested in purchasing the Scott air packs and bottles.

Rick Tillotson is continuing to work on the accountability tags and system.

### **New Business:**

The Annual Department meeting was held on January 4, 2021. Benjamin Bartlett was elected as Chief of Department, Hannah McCaw was elected as Department Secretary and Robert Carfiro was elected as Department Treasurer. The newly elected Center Company officers are Craig Carfiro Deputy Chief, Todd Correll Captain, John Gray 1<sup>st</sup> Lieutenant and Sean Barry 2<sup>nd</sup> Lieutenant.

Deputy Chief Hiller thanked everyone for their continued dedication and service to the department and the Town of Colebrook over the past year. The next order of business was to elect the company officers. Deputy Chief Hiller appointed Steve Sartirana to serve as the acting secretary. He then turned the meeting over to Chief Bartlett. Chief Bartlett presented the following names from the posted nomination sheet.

EMS Chief Candidate, Sue McAllister. Sue accepted the nomination. As there were no other nominations from the floor, a motion was made by Terry Phelan and seconded by Rick Tillotson to close the nominations. The nominations closed and the acting secretary cast one ballot for Sue.

EMS Captain Candidate, Maureen Bascetta. Maureen was not in attendance, because of work, but had conveyed her acceptance of the nomination to Deputy Chief Hiller. As there were no other nominations from the floor, a motion was made by Terry Phelan and seconded by Rick Tillotson to close the nominations. The nominations closed and the acting secretary cast one ballot for Maureen

Fire Deputy Chief Candidate, Todd Hiller. Todd accepted the nomination. As there were no other nominations from the floor, a motion was made by Terry Phelan and seconded by Rick Tillotson to close the nominations. The nominations closed and the acting secretary cast one ballot for Todd.

Fire Captain Candidates, Steve Sartirana and Terry Phelan. Terry declined the nomination. Steve accepted the nomination. As there were no other nominations from the floor, a motion was made by Sue McAllister and seconded by Erich Fritz to close the nominations. The nominations closed and the acting secretary cast one ballot for Steve.

Fire 1<sup>st</sup> Lieutenant Candidates, Bryce Zygmunt and Terry Phelan. Bryce declined the nomination. Terry accepted the nomination. As there were no other nominations from the floor, a motion was made by Sue McAllister and seconded by Erich Fritz to close the nominations. The nominations closed and the acting secretary cast one ballot for Terry.

Fire 2<sup>nd</sup> Lieutenant Candidate, Bryce Zygmunt. Bryce accepted the nomination. As there were no other nominations from the floor, a motion was made by Sue McAllister and seconded by Erich Fritz to close the nominations. The nominations closed and the acting secretary cast one ballot for Bryce.

Secretary Candidate. There were no candidates listed on the nomination sheet for the office of Secretary. There were no nominations from the floor. A motion was made by Sue McAllister and seconded by Erich Fritz to have the company Captain assume the duties of secretary as there were no candidates for the office. The motion passed.

Treasurer Candidate, Rick Tillotson. Rick accepted the nomination. As there were no other nominations from the floor, a motion was made by Sue McAllister and seconded by Erich Fritz to close the nominations. The nominations closed and the acting secretary cast one ballot for Rick.

Rick Tillotson performed swearing in of all members who were not in attendance at the department meeting on Monday January 4, 2021.

Chief Bartlett congratulated the new officers and turned the meeting back over the Deputy Chief Hiller. Deputy Chief Hiller congratulated the officers and looks forward to working with all in the upcoming year.

The Norfolk Fire Department will be conducting COVID testing on January 13, 2021 at their station at 18:00 hours. If you wish to attend, please notify Deputy Chief Hiller no later than January 11, 2021.

The new Hartford Health Care facility in Winsted will be open for First Responder walk throughs on January 13<sup>th</sup> and 15<sup>th</sup> between the hours of 15:00 - 19:00. Anyone interested in attending please contact EMS Chief McAllister to confirm date and time.

**For the good of the Company:**

Chief Bartlett advised the company that in lieu of the recent spike in COVID cases all in person meetings and training sessions will be suspended until March.

Being no further business, a motion was made by Terry Phelan and seconded by Erich Fritz to adjourn the meeting. The motion passed unanimously, and the meeting adjourned at 20:32 hours following the pledge of allegiance.

Respectfully submitted,

*Steven J. Sartirana*

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Secretary