

**Colebrook Fire Department  
Forge Company  
Monthly Meeting Minutes  
July 5, 2022**

**Attendance:** Chris Beaulieu, Dan Butler, Treasurer Rick Tillotson, Deputy Chief Todd Hiller, Captain Steve Sartirana, Evan Sartirana, Bob Butler, Tim Strahan, Shawn Thibault, Chief Benjamin Bartlett, Elizabeth Norman

Deputy Chief Todd Hiller called the regular monthly meeting of the Colebrook Fire Department Forge Company to order at 19:05 hours.

**Reading and approval of minutes:**

Secretary Elizabeth Norman presented the minutes from the June meeting. With there being no discussion or amendments to the minutes, a motion was made by Steven Sartirana, and seconded by Dan Butler 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 Dan Butler and seconded by Shawn Thibault to accept the report as read. The motion passed unanimously. Chief Bartlett noted that we need to make sure to only charge eligible expense to the town.

**Communications, correspondence, and notices:**

None

**Report of Committees:**

The Truck Committee: the new truck was approved by the town.

**Admission of applications for new membership:**

None were presented. There is a prospective new member who should be in touch with Todd soon.

**Old Business:**

Deputy Chief Hiller had talked about a Q driving class so that more members could officially drive the trucks. There should be dates in the fall available soon.

The walkthrough that was done at the Colebrook River Dam. The ropes team will also have a drill there coming up.

Captain Sartirana asked about the finances for the Berkshire Trail Rider event. We will follow up with Treasurer Rick Tillotson.

### **New Business:**

Deputy Chief Hiller mentioned that there was an issue with a medic trying to cancel a recent call, although medics should not be canceling fire units. If that happens again, please try to be tactful and remind them that fire units should not be canceled by EMS.

The Colebrook Fair has asked us to do some sort of demonstration again. We may do another extrication. Chris Beaulieu asked if it is possible to use a minivan rather than another sedan.

We will be getting a repair estimate on the brush truck to see how much it would cost to keep that on the road.

For a well tank installation, Marc Melanson confirmed that we do not need a building permit. The tank is readily available, so this can move forward when ready.

The four gas meter's combustible sensor is not working. Captain Sartirana is checking whether this is under warranty. If not, he will order a new one. He would also like to make sure that we are calibrating these once a month.

Captain Sartirana made new forms for the SCBA's for monthly inspections of materials. There is a blue binder of these forms.

Maintenance nights will be held monthly on the first Monday of every month at 6:30 PM.

For anyone who needs fit testing, please go to the fire school at 6:30 PM on July 19<sup>th</sup>. Please coordinate with Captain Sartirana to make sure appropriate equipment is brought.

Evan Sartirana ordered a part to fix a radio. He will submit for reimbursement for \$15.

Captain Sartirana recommended that we get a new card to access Tractor Supply.

### **Chief's Report:**

Chief Bartlett shared appreciation for everyone who came to the Town Meeting to support the truck.

Canaan's Parade is on July 16 for anyone who would like to attend.

The Dinner Committee will meet on July 14.

The Camp Jewell fireworks will be the week of August 23.

Chief Bartlett requested a report from Terry Phelan for the fire at the church.

Upcoming training:

- Water rescue, July 12, at Colebrook Boat Launch at 7 PM
- July 19, Maintenance night, 7 PM
- July 26, Hose advancement, 7 PM, location TBD

Chief Bartlett will send an email with the remaining training dates for the year.

**For the good of the Company:**

Captain Sartirana asked about the status of EMS courses. Deputy Chief Hiller will follow up with a letter of intent from him and Chief Bartlett.

Captain Sartirana reported that Evan got the fax machine working again.

Being no further business, a motion was made by Captain Sartirana and seconded by Tim Strahan to adjourn the meeting. The motion passed unanimously, and the meeting was adjourned at 19:48 hours following the pledge of allegiance.

Respectfully submitted,

*Elizabeth Norman*

Elizabeth Norman

Secretary