

**Colebrook Fire Department**  
**Forge Company**  
**November 7, 2023, Monthly Meeting Minutes**

**Attendance:** Todd Hiller, Steve Sartirana, Terry Phelan, Dan Butler, Bill Hiller, Maureen Bascetta, Evan Sartirana, Tim Strahan, John Parenteau, Shawn Thibault, Rick Tillotson, David Mann, Bob Bull, Maggie Parenteau

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

**Reading and approval of minutes:**

Deputy Chief Hiller presented the minutes from the October meeting. With there being no discussion or amendments to the minutes, a motion was made by Terry Phelan and seconded by Maggie Parenteau to accept the minutes as read. The motion passed unanimously.

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

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

**Communications, correspondence, and notices:**

Camp Jewell thanked the Company for participating in the Harvest Festival.

Dan Butler thanked the company members for the flowers and the attendance at his brother's wake, it was greatly appreciated by him and his family.

**Report of Committees:**

There were no committee meetings held since the October meeting.

The Officers from both Companies are meeting to work on the concerns and tension between the companies.

**Admission of applications for new membership:**

There were no applications for membership presented to the company.

**Old Business:**

A motion was made by Steve Sartirana and seconded by Terry Phelan, to purchase new envelopes with the proper address on them. The motion passed unanimously.

The company will investigate purchasing a new message board, the present board is reached point of disrepair.

John Parenteau presented some options for security cameras for the station. After discussing the options, a motion was made by Bill Hiller and seconded by Tim Strahan to allocate up to \$1000.00 for the purchase the EVFI cameras. The motion passed unanimously.

### **New Business:**

Captain Sartirana reported the following:

New bio-degradable priming oil has been placed in Engine 2. After researching what to use for priming oil it was decided to no longer use the RV Anti-Freeze.

The Jake Brake on Engine 2 has been repaired. The rear brakes are going to be replaced as the pads are coming apart from the shoes. There is a rear tire that has a bulging sidewall and will need to be replaced. Additionally, there are three other tires that are past the NFPA 1911 seven-year replacement requirement. The truck will be out of service until November 9, 2023.

After a discussion regarding the tire replacement, a motion was made by Bill Hiller and seconded by Terry Phelan, to purchase the four additional out of date tires. The motion passed unanimously.

Cadet Sartirana made program changes to the Brush 6 mobile radio. The scan feature can now be used. Please remember to turn on the radio as it does not come on automatically.

The Annual SCBA service and flow testing will be done on November 14, 2023. I will need everyone who has a personal mask to leave them at the station for Sunday afternoon, so that they can be cleaned and disinfected before the testing.

The building fire alarm system will be repaired, and new emergency lighting will be installed. This is a result of the Fire Marshal's inspection. The Town will provide the funding as these items are required for the station to be used as a shelter.

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

Chief Bartlett was not in attendance, but provided Deputy Chief Hiller with the following updates:

The monthly joint account activity and balance.

Reminder of training:

November 14, 2023, the Live Burn will be held at the Litchfield County Fire Training School at 6:00 p.m. Interior Firefighters please make every effort to attend. Exterior Firefighter should also try to attend to practice their skills.

November 21, 2023, Maintenance Night.

November 28, 2023, HAZ-MAT Product Control, Center Station at 7:00 p.m.

December 2, 2023, Children's Christmas Party, Center Station from 1:00 p.m.-3:00 p.m.

A Cancer Remediation Policy has been adopted and implemented by the Department. There are now requirements for transporting, washing, and cleaning turnout gear and equipment that have been exposed to potential cancer-causing substances during fire suppression.

**For the good of the Company:**

Deputy Chief Hiller thanked everyone for their vigilant response to calls.

Paul Jasmin, father of Center member Mark Jasmin recently passed away. Anyone wishing to attend the wake it will be held on November 10, 2023, from 4:00 p.m. to 7:00 p.m. at the Montano-Shea Funeral Home in Winsted.

Food items that the company had purchased to have on hand for shelter needs are about to reach their expiration dates. It was decided that the company will use them for a dinner before the December meeting. The dinner will be held at 6:00 p.m. prior to the meeting. Several members have volunteered to bring additional items. We will also erect and decorate a Christmas tree within the meeting room.

Rick Tillotson and John Parenteau will work on replacing the Christmas lights for the outside of the building. We will set a date to install the outside lights.

The Company Challenge Coins have been received. It was decided that challenge coins would be issued to members for outstanding achievements, on the recommendations of the company officers or as recommended by the membership. The first Challenge Coins were issued to the following members:

Bill Hiller, Years of Service

Bob Bull, Years of Service

John Parenteau, Obtaining Firefighter I Certification

Evan Sartirana, Completion of the Introduction to the Fire Service and Advanced Skills and Concepts training conducted for cadets at the Connecticut Fire Academy.

Members may purchase coins to present to firefighters who are not members for their achievements within the fire service. The cost of the coins will be \$10.00 and can be obtained from Deputy Chief Hiller or Captain Sartirana.

Being no further business, a motion was made by Bill Hiller and seconded by Steve Sartirana to adjourn the meeting. The motion passed unanimously, and the meeting adjourned at 20:50 hours following the pledge of allegiance.

Respectfully submitted,

*Steven J. Sartirana*

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Captain