

Colebrook Fire Department

Forge Company

August 5 2025, Monthly Meeting Minutes

Attendance: Evan Sartirana, Shawn Thibault, Bryce Zygmunt, Maureen Bascetta, Terry Phelan, Scott Shamanesh, David Mann, T.J. Strahan, Elizabeth Norman, Brad Bremer, Nora Ely, Bob Bull, Bill Hiller, Corrine Jasmine, Dan Butler, Sean Barry.

Deputy Chief Terry Phelan called the regular monthly meeting of the Colebrook Fire Department Forge Company to order at 19:07 hours.

Reading and approval of minutes: Elizabeth Norman presented the minutes from the May meeting. Maureen Bascetta proposed an amendment. A motion was made by Bill Hiller and seconded by Shawn Thibault to accept the minutes as amended. The motion passed unanimously.

Report of Treasurer and bills for payment: Treasurer Maureen Bascetta presented the monthly company bills and account balances. With there being no discussion or amendments to the report, a motion was made by Bill Hiller and seconded by Shawn Thibault to accept the report as read. The motion passed unanimously.

Communications, correspondence, and notices:

We were notified that we did not receive the Nutella grant.

Report of Committees:

By-Laws Committee: Shawn, T.J., Terry and Bryce are members from Forge. Please share ideas with them.

Admission of applications for new membership:

The interview committee interviewed Corrine Jasmine last week and recommended her as a member of the Fire Police. Maureen Bascetta moved that we accept her. Nora Ely seconded. A paper ballot was held. Corrine was elected as a probationary member.

Old Business:

Litchfield County fire screening: there is a request for a donation. Center has agreed to donate \$200 from the joint account. The Chief will also donate \$200 personally. If Forge agrees to donate \$200, we will be donating \$600 overall. They anticipate screening 40 people the first night and will start with interior firefighters. Bryce Zygmunt moved that we donate \$200 from the Joint Account. T.J. Strahan seconded. The motion passed unanimously.

We sent the Brush Truck to the East Hartland parade with Bob Bull and Evan Sartirana.

The next parade will be the Winsted Parade on August 23.

Resignations: Steve Sartirana and Todd Hiller still want to resign. Shawn Thibault made a motion to accept and T.J. Strahan seconded. The motion passed unanimously. Upon request, David Mann had created a text group without the two of them. David will create another group with Corrine added as well.

On August 17, Sunday morning, there will be a drill at Colebrook River Lake at 9 AM with the regional dive team and the Town of Colebrook.

Hose testing - Friday, August 22. Deputy Chief Phelan will be taking care of it unless someone else can.

Colebrook Fire Department family picnic: Center appointed their members of the committee. The members from Center are Sarah, Ben Bartlett, Hannah, and Jeff Coleman. The members from Forge are Nora, Elizabeth and Rick.

Thanks to the line officers, a lot of material has been cleaned out of the office.

The former Rescue Truck has been for sale. We received one offer to buy it from Bryce Zygmunt. The Chief confirmed that this is a company asset so it is at our discretion to sell. Bill Hiller made a motion that we accept the offer. T.J. Strahan seconded. The Deputy Chief clarified that we are selling the truck but the contents are under review by the Chief, Deputy Chief and Captain to be removed. The motion passed unanimously.

New Business:

Terry Phelan requested that David Mann create email addresses for the officer positions including Secretary and Treasurer. He is working on that.

The Litchfield County Fire School sent a second invoice for training from March 2024. Chief Barry will talk to the Director about why this was received late. Evan Sartirana also shared information about a DEEP scholarship he received for a course he took as a Cadet, so Deputy Chief Phelan and Treasurer Bascetta will see if we can recoup that.

Chief Barry shared a letter that he is sending to the Chief of Plainville regarding the Line of Duty death of Ray Moreau that occurred there. He also shared some safety advice related to the incident, as well as an encouragement to get help when needed if members are ever impacted by an incident.

Chief Barry shared the draft of the alcohol policy. Members are welcome to provide feedback by email, either to the entire email chain or to Chief Barry or Training Officer Ely in one-to-one emails. There will be a vote at a joint meeting after a comment period. The written policy will then be at each station.

Chief Barry plans to put an ad in the town newsletter to help recruit new members. He would like to reduce the length to a half-page.

Winstead Area Fire Chiefs wants to collaborate with us and other area departments on a grant to help get a second set of gear for interior firefighters, as well as gear washers. Deputy Chief Phelan asked 1st Lieutenant Strahan to catalog the gear on their form.

Software is up and running to input incident reports. Chief Barry and Deputy Chief Phelan can help show people how to input incident reports. Chief Barry will also be inputting meeting attendance and training as well.

Fireworks at Camp Jewell will be August 19.

For the Colebrook Fair, we are planning to have the trailer there. We have some fire safety materials to distribute. Nora Ely volunteered to put together a basket for the Fair.

Starting July 11, LCD started doing double talk. It is working better. They are working on dead zones throughout Colebrook. If you have trouble with the radio, LCD requests that you input it at LCD911.org.

David Mann asked if we can put the new flags on the flag pole.

T.J. Strahan made a motion to buy a new phone. Shawn Thibault seconded. The motion passed unanimously.

For the good of the Company:

Being no further business, a motion was made by Shawn Thibault and seconded by Nora Ely to adjourn the meeting at 20:57 hours. The motion passed unanimously, and the meeting adjourned following the pledge of allegiance.

Respectfully submitted,

Elizabeth Norman

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