

**Colebrook Fire Department
Forge Company
September 3, 2024, Monthly Meeting Minutes**

Attendance: Todd Hiller, Chief Sean Barry, Dan Butler, John Parenteau, Maggie Parenteau, Elizabeth Norman, Shawn Thibault, David Mann, Chris Johnstone, Rick Tillotson, Nora Ely, Bill Hiller, Bob Bull, T.J. Strahan and Evan Sartirana.

Deputy Chief Hiller called the regular monthly meeting of the Colebrook Fire Department Forge Company to order at 19:01 hours.

Reading and approval of minutes:

Elizabeth Norman presented the minutes from the August meeting. With there being no further discussion or amendments to the minutes, a motion was made by Chris Johnstone and seconded by Nora Ely to accept the minutes as read. The motion passed unanimously.

Report of Treasurer and bills for payment:

Treasurer Maggie Parenteau presented the monthly bills and account balances. Deputy Chief Hiller presented the total from the appeal letter. With there being no other discussion or amendments to the report, a motion was made by Shawn Thibault and seconded by Nora Ely to accept the report as read. The motion passed unanimously.

Communications, correspondence, and notices:

Deputy Chief Hiller reported on a thank you card that was received after a current response.

Report of Committees:

The Truck Committee has been working on getting the new truck in service. Deputy Chief Hiller expressed appreciation to everyone who mounted tools on the truck, lent tools, etc. Chief Barry expressed thanks to the Truck Committee. We also need to name the truck. The choices are between Engine 2 and Squad 2. Squad 2 won by a show of hands.

Admission of applications for new membership:

Chauntelle Masslon expressed interest in membership to volunteer for EMS. Deputy Chief Hiller will leave an application for her at Town Hall. Elizabeth will follow up with her by text.

Evan Sartirana will turn 18 later this month. Chief Barry made a motion that we make him a full member on his 18th birthday. John Parenteau seconded the motion. This passed unanimously.

Old Business:

Maureen Bascetta plans to offer an EMR class at the Fire House in October, November and December.

Everyone should be on FireTek now, so we can delete the Rover app.

New Business

We still need to mount the rescue jacks on the new truck.

We need to get polytech brackets. John Parenteau moved that we appropriate \$1200 for this. Shawn Thibault seconded. This was passed unanimously.

We also need to recertify the extrication tools. Shawn Thibault made a motion to do this. John Parenteau seconded the motion. This passed unanimously.

Chief's Report:

Chief Barry wrote a proposed policy based on our existing SOPs regarding mutual aid that sets requirements such as the minimum number of people in an apparatus. He clarified the exceptions, and he will write them up and share the revised SOP. Then it will be implemented, and we can iterate and update the SOP as needed.

The Chief thanked the team that was on standby for the Camp Jewel fireworks and who dealt with the subsequent fire that occurred.

The Chief asked John Parenteau if we could have a member section of the website so that we could post the SOPs and by-laws on there.

For the good of the Company:

Being no further business, a motion was made by Chris Johnstone and seconded by Shawn Thibault to adjourn the meeting. The motion passed unanimously, and the meeting adjourned at 20:30 hours following the pledge of allegiance.

Respectfully submitted,
Elizabeth Norman
Elizabeth Norman
Secretary