Meeting Minutes of the MFC 8/11/2020

Adam Wheeler
Alex Adams
Ben Paletsky
Brad Rowe
Corey Mathews
Crissie Lauretano
Ed Boisvert
Ed Dorsett
George Humphrey (3rd)
Glen Threlfall
Glenn Lafreniere
Jason Mangini
Kristin Wheeler
Lew Clark
Mark Abbenante
Michael Lauretano
Nancy Skilton
Paul Adams
Ryan Threlfall
Skarlit Abbenante
Walt Joblonski

Meeting called to order by President Michael Lauretano at 7:00 pm.

Acceptance of previous minutes

- Brad Rowe made mostion to accept minues, Ryan Threlfall seconded the motion and th emotion passed 17-0

Committee business

- Bylaws
    - Rob Ebner made a motion to accept changes to Article 9 Section 2, Jason Mangini seconded the motion and the motion passed 16-0. See attached copy of working bylaws document for details.
    - Discussed changes to Article 5 Section 4 active members, Article 5 Section 1, Article 8 Section 4 and Article 10 Section 2. All of these items will be voted on at next meeting. See attached copy of working bylaws document for details.
- Events
- Finance

    - Glen Threfall made a motion to accept financial statement, Brad Rowe seconded the motion and the motion passed 14-0
    - Nancy is moving forward with mailing
- Grant
- Facility
- Training
- Membership
    - Ryan Threlfall made a motion to accept Steve Farham as an associate member, Alex Adams seconded the motion and the motion assed 13-0

New business

- Car show canceled

Officers remarks

Brad Rowe made a motion to adjourn, Crissie Lauretano seconded the motion the motion passed

Minutes taken by Ed Dorsett and submitted by Michael Lauretano.

Morris Fire Company

Morris, CT

By-Laws

Updated: August 13, 2019

Article I Membership

The initial members of the Morris Fire Company will be the Charter Members.

Article II Officers

- Section I Administrative Officers

  The administrative officers will be President, Vice-President, Treasurer, and Secretary.

- Section II Technical Officers

  The Technical Officers will be Chief, Deputy Chief, Captain, Lieutenants, and Engineers (number of Engineers to be determined and appointed by the Chief.)

- Section III Initial Selection of Officers

  At the initial meeting of the Morris Fire Company (MFC), the charter members present will determine who the officers will be.

- Section IV Term of Office

  The initial term of office will be until the first annual meeting. After the first annual meeting, the term of office will be one year.

- Section V Elections

  The election of officers will occur at the annual meeting and they will serve for a period of one year or until a successor has been elected.

- Section VI Vacancies

  Any vacancies will be filled by vote or by appointment by the chief at the next Regular Meeting, or at a Special Meeting called for that purpose.

Article III Executive Committee

- Section 1
    a. The executive committee shall be comprised of the Chief, President, and Secretary.
    b. The executive committee is responsible for tabulating member points for the year, swear to the results, and provide the town with a list of members that qualify for pension or abatement benefits.

Article IV Duties of Officers

- Section I President
    a. The President will be the Administrative Officer of the Corporation.
    b. The President will file the Incorporation Papers with the Secretary of State as required.
    c. The president will preside at all meetings of the Company and conduct the meetings in accordance with Robert's Rules of Order.
    d. The President will be authorized to pay bills of the Company in the absence of the Treasurer.
    e. The President may authorize spending up to $300.

- Section II Vice President
    a. The Vice President will perform the duties of the President in the absence of the President.
    b. The Vice President will supervise the maintenance of the building and grounds.

- Section III Treasurer
    a. The Treasurer will receive all monies or contributions to the MFC and shall keep an accurate record of all receipts and disbursements.
    b. The Treasurer will report the state of the Finances of the MFC at each regular meeting.
    c. The Treasurer will make no disbursements in excess of $300 from any of the MFC funds except upon the affirmative vote of the MFC. Spending of up to $300 from the MFC fund account requires the authorization of either the Chief, President, or Treasurer.
    d. The books of the Treasurer will close on the first day of July each year, and will be turned over to an Auditing Committee for audit.
    e. The treasurer, with the assistance of the Town Treasurer, will ensure that the MFC stays within the limits of the Town Budget for the MFC.

- Section IV Secretary
  a. The Secretary will take the minutes of all MFC meetings and shall keep an accurate record of members in attendance. A copy of these minutes shall be forwarded to the Town Clerk's Office.
  b. The Secretary will do all necessary clerical work.

- Section V Chief
  a. The Chief will be the officer in charge and direct the MFC during all emergencies.
  b. The Chief will enforce the rules and regulations of the MFC.
  c. The Chief, or in the Chief's absence, the Deputy Chief or the member in charge of the scene of the emergency, will be the only person authorized to call for aid from other fire departments.
  d. The Chief will be responsible for the training of drivers, for the approval of drivers and for keeping the records of driver training.
  e. The Chief will be responsible for keeping an accurate record of all gear issued to members of the MFC.
  f. The Chief may authorize spending up to $300.
  g. The Chief will determine the number of Engineers and appoint said Engineers.
  h. To be eligible, one must have held the position of Deputy Chief for one full term, or have held the position of Captain, Deputy Chief, or Chief as a Charter Member.
  i. To hold the Chief position more than 3 consecutive terms, Chief shall obtain NFPA 1021 Fire Officer 1 certification.
  j. Chief shall be responsible for the Morris Fire Company town budget and its line items within.
  k. Chief shall approve all Morris Fire Company purchase orders using town allocated funds
  l. Chief will be an active or active reciprocal member.

• Section VI Deputy Chief

a. The Deputy Chief will assist the Chief in the performance of duties and in the absence of the Chief, will assume all the Chief's duties.
b. The Deputy Chief will supervise the education and training programs of the MFC.
c. To hold the Deputy Chief position more than 3 consecutive terms, Deputy Chief shall obtain NFPA 1041 Fire Instructor I Certification.
d. Deputy Chief must have held a Captains position for at least one full term or has held the position of Captain, Deputy Chief, or Chief as a charter member.
e. Deputy Chief must be an active or active reciprocal member.

• Section VII Captain

a. In the absence of the Chief and/or the Deputy Chief, the Captain will assume their duties.
b. The Captain will be responsible for the mechanical care of all apparatus and will notify the Chief of any necessary repairs or replacements.
c. To hold the Captain position more than 3 consecutive terms, Captain shall obtain NFPA 1001 Firefighter 2 certification.
d. Captains must be over the age of 22.
e. Captains must be an active member or active reciprocal member.
f. Captains shall have held the position of lieutenant for one full term or held the Captain, Deputy Chief, or Chief position as a charter member.

• Section VIII Lieutenants

a. There shall be 2 Lieutenants
b. Lieutenants shall assume the responsibility of Chief, Deputy Chief, or Captain in their absence on scene.
c. Lieutenants shall hold a minimum NFPA 1001 Firefighter 1 certification.
d. Lieutenants shall have held the position of Engineer for one full term and be qualified on all apparatus.
e. Lieutenants shall be active members or active reciprocal members.
f. Lieutenants shall be responsible for accountability system and air packs.

- Section IV Engineers
    a. The Engineer will maintain a complete inventory of all property and equipment on the apparatus assigned.
    b. The Engineer will keep the apparatus assigned ready for service at all times, and report any needed maintenance to the Captain.
    c. Engineers shall be checked off on their assigned apparatus.
    d. Engineers shall hold a minimum of a Q endorsement or CDL
    e. Engineers shall be an active member or an active reciprocal member

Article V MFC Members

- Section I Charter Members
    a. All Charter Members actively involved in interior fire-fighting will have at least a Fire Fighter I certification and have an up-to-date physical.
    b. All Charter Members actively involved in support roles or Exterior Fire Fighting will be certified by the Chief after completing the required MFC training. They will have an up-to-date physical.
    c. All Charter Members actively involved as a Driver/Pump Operator will have and maintain a Q endorsement or CDL license and will have an up-to-date physical.
    d. Charter Members shall ~~be considered active members.~~ have voting privileges.

- Section II Probationary Members
    a. Application for Probationary membership shall be made in writing to the MFC on a form provided by the MFC. Applicants will be at least eighteen years of age and reside in Morris, work in Morris, reside in a bordering town of Morris, or was an officer in the Morris Volunteer Fire Department.
    b. Upon election to the department membership, the Probationary member must pass the required physical before participating in any MFC training activities and in any emergency responses.
    c. Newly elected Probationary Members are not allowed to vote at MFC meetings for the first six months of their membership.
    d. Probationary Members can be voted out of the MFC for cause.
    e. Probationary members can be voted to Active member status upon completing minimum training requirements and a minimum of six months as a Probationary Member.

- Section III Active Reciprocal Member
    a. An Active Reciprocal member will be an active member in good standing of a Fire Department in a town adjacent to Morris, or an active member in good standing of any Connecticut Fire Department as long as the individual is actively employed in the Town of Morris or is living in the Town of Morris.
    b. Newly elected Reciprocal Members are not allowed to vote at MFC meetings for the first six months of their membership.
    c. Active Reciprocal Members can be voted out of the MFC for cause.
    d. Active Reciprocal members can be voted to active member status upon completing minimum training requirements.

- Section IV Active Members
    a. An active member will be a minimum of FF1, EMR, or have completed in-house (ie: exterior) training as certified by the chief.
    b. An active member will have voting rights.
    c. An active member may be voted out of the MFC for cause.
    ~~d. An active member will maintain an annual minimum number of points as required by the MFC.~~ Active members must attend at least four drills and three regularly scheduled meetings in each fiscal year in order to maintain Active Membership in the Fire Company. In addition, Active Members must attend at least 10 calls and/or worknights in each fiscal year. Active members who do not comply with this regulation, unless excused by the Executive Committee, will be placed on the ~~Associate~~ Probationary Member list until compliance with this regulation has been completed. Effective January 1, 2021

- Section V Associate Members
    a. Application for Associate Membership shall be made in writing to the MFC on a form provided by the MFC. Applicants will be at least eighteen years of age and reside in Morris, work in Morris, reside in a bordering town of Morris, or be the spouse of a current member.
    b. Associate Members will not be involved as Fire Fighters.
    c. Associate Members may be appointed to and participate on committees of the MFC.
    d. Associate Members will be non-voting members.
    e. Associate Members can be voted out of the MFC for cause.

- Section VI Honorary Members

a. The company may, by two-thirds majority vote, bestow the title of Honorary Member to an individual who has performed some distinguished service for Morris Fire Company, or whose membership in the MFC is considered desirable for other reasons.
b. Honorary Members shall have no privileges except those of attending meetings and social functions.

- Section VII Junior Members
  a. Junior members shall be 14-17 years of age. Application for Junior Membership shall be made in writing to the MFC on a form provided by the MFC. Applicants will reside in Morris or have a parent/guardian who resides in Morris.
  b. Upon Election to the MFC, junior members must provide an up-to-date physical. If a current physical is not available, the MFC will provide for one.
  c. Junior members will be allowed to participate in all MFC activities allowed by OSHA, DOL, and MFC SOPs/SOGs.
  d. Junior members will be regulated by DOGs/SOPs written for juniors by the chief and enforced by MFC officers.
  e. Junior members will be non-voting members.
  f. Junior members will be eligible to be voted into active membership status as a voting member of the MFC at the age of 18 after completing a minimum of 6 months as an active junior member immediately prior to turning 18.
  g. Newly elected junior members moving to active membership must pass all required health screenings and paperwork prior to participating in any MFC training activities and in any emergency responses.
  h. The chief shall appoint a person or persons to be in charge of the junior membership based on recommendation by the junior committee.
  i. Junior members may be voted out of the MFC for cause.
  j. Junior members will abide by the "Junior Member Code of Conduct".
  k. MFC has the right to ask Junior Members not to participate in an activity if there is a perceived safety concern or an occasion where MFC is not sufficiently staffed to provide adequate supervision.

- Section VIII Voting on applications for membership
  a. Voting shall occur only at regular meetings of the MFC.
  b. If a majority of opposing votes are cast, the applicant is rejected.
  c. All votes for membership shall be recorded in the minutes.

d. In the event of a tied vote, the applicant will be rejected.

e. In the event a new applicant is rejected, the applicant shall have a one year waiting period before re-applying to the MFC.

Article VI Committees

Committees will be formed by the Chief and President as needed.

Article VII Drivers

a. All drivers must have a minimum of a Q Endorsement to drive Fire Apparatus with the exception of the non-CDL vehicles.

b. No driver will operate any piece of apparatus while under the influence of alcohol and/or drugs.

Article VIII Meetings

- Section I Regular Meetings

  Regular Meetings of the MFC will be held on the second Tuesday of each month at 7:00 pm.

- Section II Emergency Meetings

  Emergency Meetings may be called at any time by the Chief or President.

- Section III Special Meetings

  Special meetings may be called by the Secretary upon the written request of 10 or more members.

- Section IV Annual Meetings

  The annual meeting of the MFC will be held on the second Tuesday of December at 7pm.

- Section V MFC Quorum

  Twenty five percent (25%) of voting members will constitute a quorum for conducting business at meetings.

Article IX Budget and Fiscal Year

- Section I Budget

It will be the duty of the officers of the MFC to prepare the proposed budget for each fiscal year. After approval by the membership, the budget will be submitted to the Morris Board of Finance as required

- Section II

The fiscal year of the MFC will be from the first day of January of any given year through December 31 of the same year.

Article X Amending By-Laws

- Section I By-Law Committee

A By-Law Committee of at least three members will be appointed by the Chief and President.

- Section II By-Law Procedures for Amendments

a. This committee will accept suggestions, in writing and signed, from the membership for changes in the By-Laws.
b. This committee will put any suggestions into proper form for the By-Laws and bring them to a regular meeting for discussion and debate.
c. Then this committee will bring the suggestions to the next regularly scheduled meeting for final approval.
d. Acceptance of any change in the By-Laws must be made by a two-thirds majority of voting members present at the MFC meeting.

Article XI Equipment Purchase

Equipment purchased by money from MFC funds will be offered to the Town of Morris for their ownership.

Article XII Service Contract

The Chief and the President will negotiate a contract with the Board of Selectman regarding the MFC providing the Town of Morris with emergency protection.

Article XIII Code of Conduct

All members of the MFC, at all times, are expected to exemplify the Company's core values as referenced in our Mission Statement. Members at all times will be held to this high standard as representatives of the Company.