

Bethel Volunteer Fire Department Tax District Advisory Board Meeting Agenda

Date: 07/06//22

Time: 1830

Location: Bethel Fire Station # 1

Quorum Members/Title (Three Required)	Other Attendees/Title
Steven Tripi – Chair	
Linda Seitz – Vice Chair	
Joe Costello – Secretary	
Ellen Goff – Treasurer	
TBD – At Large	

Item # 1: Call to Order	
Opening remarks, quorum verification, agenda review.	Chair Time: 5 Minutes
Minutes	

Item # 2: Approval of Previous Meeting Minutes	
Each board member is responsible for reviewing the minutes prior to the meeting. Meeting minutes may be approved with required changes.	Secretary Time: 5 minutes
Minutes	

Item # 3: Action Item Review	
Open action items and action items closed since the last board meeting are to be reviewed and discussed by the individual action owner. Any new actions or due date changes are to be recorded on the board action item register.	Vice Chair/Item Owner Time: 5 minutes/Item
Minutes	

Item # 4: Insurance Report	
<ol style="list-style-type: none"> Status of audits Payment Strategies 	Vice Chair Time: 10 minutes
Minutes	

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Item # 5: Budget Report		
<ol style="list-style-type: none"> 1. Budget Review 2. Payment strategies 		Treasurer
		Time: 30 minutes
Minutes		

Item # 6: Personnel Update		
<ol style="list-style-type: none"> 1. Qualified workers (ensure no deficiencies) 2. Training report (See attachment) 3. FF annual appraisals and agility tests 4. Consideration of making a part time employee salaried. 5. Consideration of hiring a fourth full time FF 6. Rewrite of job application 7. Consideration of COLA for FF's, amount and timing. 		All
		Time: 20 minutes
Minutes		

Item # 7: Update on station 2 door painting		
		Chief
		Time: 5 minutes
Minutes		

Item # 8: Progress Report on Ladder Truck		
		Chair/Chief
		Time: 10 minutes
Minutes		

Item # 9: Round Table		
		All
		Time: 10 minutes
Minutes		

Item # 10: Closing Items		
<ol style="list-style-type: none"> 1. New action item review 2. Plus/delta meeting critique 3. Next meeting scheduled – 10/05/22 1830 Station 1 4. Closing remarks 5. Adjourn 		Chair
		Time: 5 minutes
Minutes		