

## **Meeting Minutes: November 2, 2018**

Meeting called to order at 0740 hours at Glenview Fire Station #8.

**Members present physically:** Ellis, O'Shea, Reed, Tourtelot

**Members present via audio or video conference:** None

**Members absent:** Ensign, Gade, Mullaney

**Guests:** C. Howard

### **1. Old Business**

- a. Approval of last meeting (8/3/18) meeting minutes. Motion to approve by Reed, second by Tourtelot. Minutes approved.
- b. Update on activities/purchases.
  - i. Previous Purchases
    1. Charlestown 9 Seminar
  - ii. Outstanding Purchases
    1. None reported
  - iii. In-Progress
    1. None reported

### **2. New Business**

- a. 2019 Foreign Fire Tax meeting dates proposed. Motion to approve meeting dates by O'Shea, second by Reed. Proposed meeting dates for 2019 approved.
- b. Board member election terms expire on 2/1/2019: Gade and Reed. Secretary Tourtelot to send out notification to department members for the interest, nominations, and/or voting process in December. Election will take place in January
- c. Treasurer's report
  - i. Current funding available: \$186,359.37
  - ii. 2019 Budget has been completed.
- d. Recurring/yearly budgeted items
  - i. Establishment of an items list for new hires is in progress.
    1. List was created by O'Shea and discussed.
- e. New proposals for purchasing:
  - i. Health & Safety
    1. Recurring fitness shoes purchase program (80) for a total of \$12,000. Discussion and motion to approve items by Tourtelot, second by Ellis. Items/program approved. Program to begin in 1<sup>st</sup> Quarter of 2019.
  - ii. Fire & EMS Tools, Equipment, and Training
    1. Intubation Training Units (2) for a not-to-exceed total of \$4,200. Discussion and motion to approve items by Tourtelot, second by O'Shea. Items approved.

- iii. Public Education
  - 1. None
- iv. Station Furnishings, Equipment, and Improvements
  - 1. Station Pots (5) for a not-to-exceed total of \$275. Discussion and motion to approve items by Reed, second by O'Shea. Items approved.
- v. Department Welfare
  - 1. None
- f. Approximate total amount of items approved this meeting: \$16,475.

**3. Discussion**

- a. None

**4. Closing/Adjournment**

- a. Motion to adjourn by Ellis second by Tourtelot. Meeting adjourned at 0812 Hours
- b. Next Meeting Scheduled
  - i. February 1<sup>st</sup>, 2019