

# Capital Fire Mutual Aid System

(CFMAS)

Barre City, Alumni Hall, 2<sup>nd</sup> floor

July 17, 2024

## Meeting Agenda

*Meeting will be in person and virtual (link bellow)*

- I. Meeting to order
- II. Roll Call by Town
- III. Addition or deletions to the agenda
- IV. Public comments
- V. Approval of Meeting Minutes – emailed 5/18/2024 *Action required*
- VI. Approval of Treasurer report – *Action required*
- VII. Introduction of Guest(s)
  - a. VT District 6
  - b. Other Special Guests
- VIII. Old Business
- IX. New Business
  - a. Proposed By Law change (addition of Asst. Treasurer) *For review, no action anticipated*
- X. Reports
  - a. District reports
  - b. Committee reports
  - c. VSFA Updates
  - d. Coalition of Fire Rescue

## Join Zoom Meeting

<https://us02web.zoom.us/j/84335114633?pwd=eW10TFdldFV0WWdHcjdYUitOODhTQT09>

Meeting ID: 843 3511 4633

Passcode: CFMAS One tap mobile

+13126266799,,84335114633#,,,,\*469908# US (Chicago)

+19292056099,,84335114633#,,,,\*469908# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 843 3511 4633

Passcode: 469908

Capital Fire Mutual Aid  
Meeting minutes  
Barre  
Date 5-15-2024

**District meetings**    **towns attending district meetings underlined**    **Meeting Held**    **Y**    **N**

**District 1** Berlin, Middlesex, Montpelier, Northfield, Roxbury    X  
**District 2** Bolton, Moretown, Stowe, Waitsfield, Warren, Waterbury    X  
**District 3** Cabot, East Montpelier, Marshfield, Plainfield, Walden, Woodbury, Worcester    X  
**District 5** Groton, Peacham, Ryegate, Topsham    X  
**District 6** Barre City, Barre Town, Chelsea,    X

**Meeting Attendance**

town	Y	N	Town	Y	N	town	Y	N	town	Y	N
Barre city	x		Groton	x		Plainfield		x	Warren	x	
Barre town	x		Marshfield	x		Roxbury	x		Washington	x	
Berlin	x		Middlesex		x	Ryegate		x	Walden		x
Bolton		x	Montpelier		x	Stowe		x	Waterbury	x	
Cabot	x		Moretown	x		Topsham		x	Williamstown		x
Chelsea		x	Northfield		x	Waitsfield		x	Woodbury	x	
East Montpelier	x		Peacham		x				Worcester		x

**Meeting to order 7:05 PM**

- **public comments** none noted
- **Presenter**
  - Sid Pollock Northeast Regional Coordinator Vermont Emergency Management
    - Joe sent out sids presentation via another emial
  - Keith Cubbon Central Vermont Regional Planning
    - Reported on status of our radio project request to Sen Welches office for \$3.8 million .
- **Review of the published Ajenda**
  - **Agenda reviewed OK**
- **Meeting minutes** – Don Randall
  - Minutes no comments noted. M Groton/Marshfield S Cabot All OK
- **Treasurers report-** Scott Bagg
  - Report published M Moretown S Marshfield All OK
  - As part of the financial review discovered CFMA EIN # was not on file with IRS. After many hours of phone calls ended up getting a new EIN and refileing with IRS.
  - Looking at completeing the Financial Review of CFMA after fiscal year ends.
- **District reports**
  - District 1 Nothing Noted
  - District 2 “ “
  - District 3 “ “
  - District 5 “ “
  - District 6 “ “

## **Committees**

- Administrative Don Randall
  - nothing noted
- Communications Paul Cerutti/ Joe Aldsworth
  - No communication meetings mentioned
  - Jeff Campbell requested joining the communications committee M Moretown S Woodbury all OK
  - **Scott/Paul talked about the amount of non CFMA radio traffic dispatch is being overrun with. As a result of this situation Scott talked about implementing “PL Code” at all of the towers. This would limit the radio traffic to CFMA system only. More information to be looked into and will bring a proposal forward at July meeting. (hope I got this noted correctly)**
- Services – Wayne
  - Nothing noted
- Training
  - No more information from Fire Academy regarding FF1 request from E Montpelier at the time of meeting. Might be as many as 40 applicants???
  - **Berlin will host POD traing Those interested need to complete a Fire Academy Application and give it to Joe so they all get submitted at same time.**
- Inspections (left from last minutes)
  - Nothing new noted.

## **VSFA update**

- Nothing noted

## **Coalition of Fire Rescue (update)**

- Skip said there was a meet and greet meeting with the Legislature on 3/19/24

**Meeting adjourn for annual meeting 8:37 PM M Cabot S Groton**

**Regual meeting back to order 8:44**

## **New/Old Busines**

- Inviting EMS to some future meetings
- Looking for suggestions regarding speakers???
- Some suggestions
  - Washington County Sherrif ???
  - Others
- Motion to have annual dinner (November) at Waterbury. \$250 allocated M Woodbury S Cabot All OK

**Meeting Adjourn 8:56PM M Woodbury S Groton**

Annual Meeting Capital Fire Mutual Aid

May 15/2024

Meeting to order 8:37 PM

Officers for 2024- 2025

President Joe Alsworth

First Vice President Paul Cerutti

Second Vice President Wayne Knott

Treasurer Scott Bagg

Secretary Joe Staab

Annual meeting adjourn 8:43 M Waterbury S Moretown All OK

# Capital Fire Mutual Aid System By Laws

## Article III, Officers

The officers of this System shall consist of a President, 1<sup>st</sup> and 2<sup>nd</sup> Vice President, Clerk, ~~and Treasurer,~~ and Assistant Treasurer. All officers shall be elected at the annual meeting of the Delegates and shall hold office until the next annual meeting and until their respective successors are elected and qualified.

## Article IV, Duties of Officers

The President shall preside at all meetings of the Delegates and of the Board of Directors, and shall have general care and charge of the business and affairs of the System, as may be authorized by the Delegates.

In the absence or inability to act of the President, the 1<sup>st</sup> or 2<sup>nd</sup> Vice President shall be vested with all the powers of the President and perform such additional duties as shall be ordered by the Delegates. The Vice Presidents shall, at the request of the President, assist the President in the discharge of his/her duties and responsibilities.

The Clerk shall attend all meetings of the Delegates and of the Board of Directors and shall keep full, true, and accurate records in the record books of the System of all the business transacted at such meetings and shall discharge all other duties properly pertaining to his office. He/She shall have custody of the record books of the System. In the absence or inability to act of the Clerk, a temporary clerk shall be chosen to act in his/her place.

The Treasurer, subject to the supervision of the Boards of Directors shall have charge of the financial affairs of the System and its monies. He/She shall keep or cause to be kept accounts of the System in suitable books. He/She shall disburse money only on the approval of the Delegates or vote of the Board of Directors. All disbursements shall be by check and signed by the Treasurer and the President or 1<sup>st</sup> or 2<sup>nd</sup> Vice President. The Treasurer shall attend physically or virtually all meetings where the System's finances are discussed or presented. The Treasurer can delegate any of his or her duties to the Assistant Treasurer. If the Treasurer position becomes vacant the Assistant Treasurer will assume the duties of the Treasurer until the system is able to warn an election for a replacement. The offices of Clerk and Treasurer may be held by the same person.

The Assistant Treasurer shall have knowledge of all financial communications and transactions, as well as performing duties delegated by the Treasurer. In the absence or inability of the Treasurer to perform his/her duties the Assistant Treasurer will have the authority to perform all duties of the Treasurer as outlined.

## Article V, Committee and Their Duties

Standing or special committees shall be formed or created by vote of the Delegates, and committee members be elected by them to investigate matters and discharge the actions, ~~activities~~activities, and responsibilities of the System for which they are charged and report thereon to the Delegates or the Board of