Groton Ambulance Association

Board of Directors Meeting

April 10, 2025

Board members present: Chet Kaniecki (President), Rob McDermott (Vice President/Secretary/Treasurer), Kelsey Gomes (Training Officer), Paula Edwards (Member at Large #1), Martha Brucker (Member at Large #2)  
  
Other members: April Sandt, Ruth Schneider, Hannah Warner

1. President Kaniecki called the April Board of Directors meeting to order at 18:04 with four board members present and Martha Brucker on a call.
2. Motion by Kelsey Gomes and seconded by Paula Edwards to accept minutes from the March Board of Directors meeting as posted. Motion carried unanimously.
3. Officers Report
   1. President
      1. Items to be discussed in Old and New Business.
   2. Vice President
      1. Two Bylaw Committee meetings were held in March to discuss ongoing Bylaw changes.
      2. A Safety Committee meeting will be scheduled soon.
   3. Secretary/Treasurer
      1. Past meeting minutes are current on grotonambulance.org and Aladtec.
      2. See attached submitted Treasurer’s report. Motion by Kelsey Gomes and seconded by Paula Edwards to accept treasurer’s report as read. Motion carried unanimously.
   4. Training
      1. Congratulations to Jacob Goes for passing his NREMT written exam. He is now just awaiting his CT license.
      2. A EVOC class was held in March with five employees attending. Some have started driver training.
      3. Michael Van Poots has started the driver training program.
      4. The April 5th Mental Health training hosted by Old Mystic FD at the Mystic Hilton had a great employee turnout and was a good program.
      5. Fit testing will be coming up for all employees in May.
      6. Autism training will be held in the summer.
   5. Member at Large #1
      1. No report.
   6. Member at Large #2
      1. No report.
   7. Vehicle Officer
      1. G301 transmission has an issue.
      2. G300 inverter issue is resolved.
      3. G302 has an inverter replacement needed.
4. Old Business
5. The Ambulance Committee met to discuss the new vehicle specs and layout drawings and replied with comments to the manufacturer.
6. President Kaniecki noted that the twon has reimbursed ARPA funds for uniforms and the training mannequin. Once footwear is reimbursed we will see what funds remain.
7. VP McDermott posted the soda machine for sale but did not have any interest. He will lower the asking price.
8. President Kaniecki did not have an update on the removal of the Bowflex exercise machine.
9. President Kaniecki will send out an email to see if there is interest in the spare desk in the office.
10. VP McDermott did not have an update on the website hosting change.
11. VP McDermott did not have an update on the Worker’s Comp grant.
12. President Kaniecki said the town has moved the 2025-2026 budget through the approval circuit, more updates to come.
13. President Kaniecki will attend an online meeting with the town on capital improvement projects to request that the exterior of the building be painted.
14. A replacement computer capable of Windows 11 has been ordered but is awaiting delivery.
15. Car Seat Techs attended the March 29 Early Childhood Resource Fair at Thames River Magnet School. They were busy checking car seats as they had a good turnout and had two booths set up.
16. President Kaniecki collected the nine landscaping proposals submitted. After discussion, the board wanted more time to select a company to go with.
17. Motion by VP McDermott and seconded by Kelsey Gomes to compensate the President and Vice President as set in amounts by Board of Director motions. Per attorney Lisa Lazarek’s March 18th review, the existing Groton Ambulance bylaws establish a legitimate authorization for payment by weekly paycheck with appropriate deductions. The President and Vice President will remain at volunteer status and will be updated in Quickbooks to an employee type that allowing payments starting March 2025. Discussion noted that this update was the agenda of the Bylaw Committee to resolve payment to the President and Vice President while being compliant with IRS rules. Motion passed 3-0-2 with President Kaniecki and VP McDermott abstaining.
18. New Business
    * 1. Motion by Paula Edwards and seconded by Martha Brucker to allow crew to support a food drive in May in honor of Gemma Moran and have GAA dontate $500 towards it. Discussion noted this is the second annual event and Paula and Ruth will coordinate it with Big Y. Motion carried unanimously.
      2. Motion by President Kaniecki and seconded by Kelsey Gomes for the 2025 internship program requirements of an applicant age of 18 by July 31 2025, must have passed practicals before applying, must take the NREMT written exam as soon as possible, as well as a limitation of three NREMT test attempts OR an 8 month maximum duration in the internship program. Discussion noted this was the second year of this program and some adjustments were needed. Motion carried 4-0-1 with Kelsey Gomes abstaining.
      3. Motion by Kelsey Gomes to modify the Appendix A Compensation Table to keep ‘trainee’ as a line item at $22/hour and to make a new line item of ‘intern’ at $18/hour. Discussion noted the SOP Committee will get this updated in the Handbook Appendix. Motion carried unanimously.
      4. President Kaniecki was contacted by Old Mystic FD to see if GAA was interested in participating in the May 26 Memorial Day parade. He will email for more information.
      5. Motion by President Kaniecki and seconded by Martha Brucker to allow President Kaniecki funds of $100 to purchase a gift for Doug Dole’s upcoming retirement. Discussion noted Doug served a GAA President in two terms and is a current Life Member. Motion carried unanimously.
      6. President Kaniecki noted there was an email invitation for the change of command ceremony for Michael Van Poots.
      7. President Kaniecki has submitted the 5500 form for 401k plan to the IRS.
      8. President Kaniecki was emailed by the EB FD Chief to tell GAA staff not to post about any incidents on EB property on social media.
      9. President Kaniecki reminded crews that they need to call Groton Fire Alarm and tell dispatch of an crew changes. Discussion noted this should be a regular occurrence at 06:00, 18:00, and any special cases. VP McDermott will adjust the Aladtec form.
      10. President Kaniecki will email staff about the upcoming shift bid as they need to put any intent to change status in by May 1. A trail shift bid with 2 crews of open shifts will be run after May.
      11. Motion to change the President’s compensation amount to rate calculated at (40 x Per Diem calculated rate per week) for that individual. Additional pay for extra duties applies. Discussion noted that President Kaniecki has enormous responsibilities and brings immense value to Groton Ambulance. The change will increase his pay higher to help compensate him and thank him for his contributions. Motion carried 3-0-1 (President Kaniecki abstaining, Martha Brucker absent due to being on a call).
      12. Motion to change the Vice President’s compensation amount to rate calculated at (40 x Per Diem calculated rate per week) for that individual. Additional pay for extra duties applies. Discussion noted that VP McDermott has also contributed to the success at Groton Ambulance and has helped in his role. Motion carried 3-0-1 (VP McDermott abstaining, Martha Brucker absent due to being on a call).
19. Good of the Order
    * 1. President Kaniecki congratulated the following members with hire date anniversaries in April:

Ruth Schneider 5 years

Dean Mayo 2 years

Dre Singleton 1 year

Hannah Warner 1 year

Mel Herrans-Polen 1 year

Jacob Goes 1 year

1. Motion by President Kaniecki and seconded by Paula Edwards to adjourn at 20:05. Motion carried unanimously.

Respectfully Submitted,

Rob McDermott

Vice President/Secretary/Treasurer