



**Barkhamsted Fire District
Board of Director's
Monthly Business Meeting Minutes**

Meeting Date: August 11th, 2021

Meeting was called to order by President Richard Winn at 19:33 (7:33) hours.

Minutes: July 14th, 2021 board minutes were distributed before the meeting. President Richard Winn asked for approval of the June 14th, 2021 minutes. No discussion. Motion made by Jamie Lagassie to accept the July 14th, 2021 minutes and it seconded by Larry Gillen. Motion carried.

Treasurer's Report:

Treasurer's report was emailed on July 18th for review. Larry Gillen made a motion to approve the treasurer's report. It was seconded by Jamie Lagassie. No discussion. Motion carried.

Payment of Bills

Bills submitted for District:

District		
Amount	Payee	Account Name
\$3,164.00	Safety First	OSHA Compliance
\$40.00 each	Hall of Fame Reimbursement - Dick Ransom	Conferences
\$396.00	Fire Equipment Headquarters	New Equipment

Chief Norman Bird submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$1,785.94	First Due, E-4 Annual PM's	Equipment Maintenance

\$1,429.00	First Due, E-5 Annual PM's	Equipment Maintenance
\$1,282.45	First Due, SQ-51 Annual PM's	Equipment Maintenance
\$5,527.16	First Due, TK-34 Annual PM's	Equipment Maintenance
\$207.22	Shipman's, SCBA Air Compressor	Equipment Maintenance
\$10.02	Verizon, iPad Bill	Telephone
\$350.00	Bethany First Department (Inst II – Tyler)	Fire School
\$97.82	Staples (District CC)	Building Maintenance
\$20.00	DMV	Miscellaneous
\$35.00	CT State Firefighter's Association	Miscellaneous

Chief Jim Shanley submitted Bills for Pleasant Valley:

Pleasant Valley		
Amount	Payee	Account Name
\$2,156.57	First Due Services (E6 PM, Repairs)	Equipment Maintenance
\$5,142.92	First Due Services (R3 PM, Repairs)	Equipment Maintenance
\$2,520.01	First Due Services (E5 PM, Repairs)	Equipment Maintenance
\$22.96	Stop and Shop (District CC)	New Equipment
\$46.12	USA Waste	Building Maintenance
\$54.95	Verizon (FM phone)	Telephone
\$315.00	Levine's Paint and Auto (Speedy Dry)	Equipment Maintenance
\$80.00	CT State Firefighters Association	Miscellaneous
\$755.36	First Due (U4 PM)	Equipment Maintenance

Chief Stephen Elovirta submitted Bills for Barkhamsted East:

Barkhamsted East		
Amount	Payee	Account Name
\$ 9.56	Harbor Freight (District CC)	Miscellaneous
\$44.98	Larsen Ace Hardware	Building Maintenance
\$81.92	Charter Communications	Telephone
\$349.00	Staples (District CC)	New Equipment
\$82.75	Hills Sign **	Miscellaneous
\$396.00	Fire Equipment Headquarters **	New Equipment

** Last year's budget (FY 2020- 2021)

Jamie Lagassie made a motion to pay the bills as presented and it was seconded by Ralph Scarpino. Motion carried.

Norman Bird mentioned that the benefits from the CT State Firefighters Association are poorly marked, so he will share the description of the benefits with others.

Jamie Lagassie mentioned that Marq’s truck should be brought to the Ford Dealer to get the DEF looked at while it is still under warranty.

Richard Winn mentioned that he will send out the hose and ladder testing pdf files that he received on the disc for approval.

Correspondence:

- Amy O’Toole mentioned that we have received the King & King Associates audit letter for the upcoming year.
- Richard Winn mentioned that there are recalls on the pumpers that will need to be fixed.

Chief’s Report:

Pleasant Valley					
<i>Chief Shanley reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to Number of Calls:
12	2	0	14	2	10

Riverton					
<i>Chief Bird reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to Number of Calls:
10	5	5	20	2	14

Barkhamsted East					
<i>Chief Elovirta reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to Number of Calls:
7	9	3	19	0	7

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
29	16	8	53	4

Fire Marshal's Report: Jamie Lagassie reported he inspected the Brass Horse and hotel along with the Riverton Inn. He is currently working on the church, Boulder Ridge, the school and the apartments.

Daytime Driver's Report: No report.

LCD: Stephen Elovirta reported that LCD did not meet.

Committee Reports:

Capital: None.

Firefighter Award: None.

Health and Safety: (John Andryzeck and Marie Gillen) – Marie Gillen sent out an updated roster.

Policy: None.

Personnel: Jamie Lagassie mentioned that the district may have to move faster than anticipated on the position. On Wednesday, August 18th, they are adding fire marshal duties. At the last meeting, they assembled the job description for the paid firefighter position, and they have asked Marq to attend the next meeting. Currently, they are trying to figure out the number of hours for the training officer and paid firefighter positions. The committee has been creating job description and task lists.

Jim Shanley added that the assembly process of the description, advertisement and hiring process takes at least 3 months. Richard Winn contributed that he would rather have a good end product than rush the hiring process. Jamie Lagassie said that they will bring a draft to the board meeting next month.

Unfinished Business:

1. Update on Grants: Richard Winn stated that the first rounds of grants came out on Friday and they will have everything out by September.

Hall of Fame Tickets: Norman Bird had 10 tickets for the Hall of Fame Dinner. He kept 1 for himself, 2 Downes, 2 Moates, 2 Johnsons, 1 Shanley. The two left over tickets are being given to Richard Winn.

Insurance: Currently, with the VESO life insurance we do not have accidental death and disbursement. Richard Winn stated he needs the members date of births prior to the next district meeting for Jeff. Jeff is coming at the beginning of next month's meeting to talk about life insurance and our insurance policies with VFIS. Jamie Lagassie suggested to survey the members to ask if they have life insurance to see whether we need it or not.

2. Discussion and possible action on website: Richard Winn reported that they are moving ahead with the website and met prior to the district meeting.

New Business:

1. Update on FDIC: Richard Winn and Larry Gillen reported that a lot of vendors were not there, however there were good programs. They learned about a gear washer that washes air packs, gloves, boots, and helmets. American Rescue Plan is \$30,000, so Richard Winn is going to have a conversation with Don Stein about the possibility of purchasing this gear washer and will send the literature to the Chiefs.

Jamie Lagassie mentioned that he stopped at the Emergency Reporting booth and they turned some features on such as occupancy and sections. He will be entering the inspection information about the properties in there. Also, they have the ability to insert a training log, where members could accept the invites through Spotted Dog.

Jim Shanley mentioned that Emergency Reporting will cease to exist. The software will be migrated to a new platform. Jamie Lagassie mentioned that are going to try and tie Spotted Dog into the CAD with buttons to save radio time on LCD. Rover will also populate reports for personnel.

Norman Bird mentioned that he does not like the format of the LOSAP report. Richard Winn mentioned he likes the reports to be consistent across the district. They should be signed by the Chief and President of each department. Richard Winn suggested to tell them things that you like, or you do not like about Emergency Reporting, so when they change software, they can

keep features or make changes to them. He also mentioned that if you export the report into Excel you can add and modify it and add signature lines.

Stephen Elovirta mentioned that the staff credentials or certifications are not reflected in the profile. He asked if there was a list of points awarded to each position. Jim Shanley mentioned where he could find the points for each position.

ISO/ Water Supply Class – Richard Winn suggested that we put together what we need to do for ISO to qualify for a lower rating. He suggested that the Chiefs evaluate their members buy into completing this. For us to be successful we need all three departments to buy into it because it requires certain paperwork, drills, participation, etc. He mentioned that ISO will not look at the department unless they have Water Supply established. Richard Winn told the departments to look at their policies and which water sites have access to water year-round. Richard Winn will obtain forms and rating scales from the FDIC show.

2. Update on Foam Leak at Barkhamsted East Fire Station: Richard Winn mentioned that PFAST foam should be avoided if possible and it does have a take back program. At Barkhamsted East, a member of the department, found Engine 1 leaking on Sunday Morning, so DEEP came out and Jeff from VFIS was contacted. He said, they should be well covered because there was no damage to the firehouse. Stephen Elovirta mentioned he wants Jeff to find out where and when it leaked, Jeff suggested replumbing it with a chemical resistant hose and having a quick disconnect, which can be flushed out.

There was a motion to add Rescue 3, hose, fuel and asbestosis to the agenda. The motion was made by Jamie Lagassie and seconded by Larry Gillen. Motion carried.

3. Rescue 3: Jamie Lagassie said we should investigate getting reimbursed for Rescue 3's frame rust. When he was at FDIC someone stated that we should have got a check from Spartan. Jim Shanley stated he would call him. Jim Shanley also stated that the Rescue 3 drive shaft is out of alignment and unstable, so it has to be done.

4. Hose: Jamie Lagassie mentioned that the consensus of the district is that we are unhappy with the product of this company. He would like to talk to New Hartford and go out to bid again. He talked to Waterways, which is under new ownership, and give them another shot if they were to match the price, however that would ultimately be a board decision.

5. Fuel: Canton and New Hartford used 40 gallons of diesel fuel from the district and asked for a bill. The board decided to not send them a bill and it would be covered by the district.

6. Asbestosis: For the people that were at the New Hartford Structure fire, the chiefs should document their members asbestosis exposure in Emergency Reporting. Also, Richard Winn

mentioned that there is an app where people can document their own personal exposure called NFOURS.

It was inquired whether we are sending the plow out to bid or whether the district was going to sit on it or contract it out. Richard Winn stated he will locate the document from Will Schmidt.

There was a motion to adjourn at 9:00. The motion was made by Jamie Lagassie and seconded by John Andryzeck. Motion carried.

Attendance

President: Richard Winn

Vice President: Richard Ransom

Treasurer: Amy O'Toole

Directors: Jamie Lagassie, John Andryzeck, Ralph Scarpino, and Larry Gillen

Chiefs: Norman Bird, Jim Shanley and Stephen Elovirta

District Clerk: Amanda O'Toole

Absent: Karl Jacobs

Next Meeting: September 9th, 2021 to be held at the Pleasant Valley Fire House at 19:30

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.