



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

**Meeting Date:** July 8<sup>th</sup>, 2020

Meeting was called to order by President Richard Winn at 19:32 (7:32) hours.

**Minutes:** June 10<sup>th</sup>, 2020 board minutes were distributed before the meeting. President Richard Winn asked for approval of the June 10<sup>th</sup>, 2020 minutes. Motion made by Ralph Scarpino to accept the June 10<sup>th</sup>, 2020 minutes seconded by Karl Jacobs. Motion carried.

**Treasurer's Report:**

The treasurer's report was emailed, on July 2<sup>nd</sup>, prior to meeting for review and there was no discussion. Karl Jacobs made a motion to approve the treasurer's report. It was seconded by John Andryzeck. Motion carried.

**Payment of Bills**

*Bills submitted for District:*

District		
Amount	Payee	Account Name
\$290.00	Konopka Electric	Fire Alarms
\$3,789.00	Waterway	OSHA Compliance
\$3,330.41	Berkshire Alarm	Fire Alarms
\$773.00	St. Francis Hospital & Medical Center	Occupational Health & Safety

*Norman Bird submitted bills for Riverton:*

Riverton		
Amount	Payee	Account Name
\$17.00	Norcom	Equipment Maintenance

\$705.00	Shipman's Fire Equipment (barrier hoods)	New Equipment
\$106.26	Reimbursement to Norman Bird	New Equipment
\$2,236.00	Fire Equipment Headquarters	New Equipment
\$750.00	Shipman's Fire	New Equipment
\$4,456.20	First Due Services	Hydrants
\$4,568.78	First Due Services	Hydrants
\$1,621.85	Positive Promotions	Fire Prevention
\$79.76	True Value (District CC)	Equipment Maintenance
\$61.88	True Value (District CC)	New Equipment
\$15.99	O'Reilly Auto	Equipment Maintenance
\$110	RRD1	Building Maintenance

Chief Jim Shanley submitted Bills for **Pleasant Valley**:

Pleasant Valley		
Amount	Payee	Account Name
\$66.43	True Value of Winchester (batts, tools)	Equipment Maintenance
\$101.80	My Asset Tag (District CC)	Equipment Maintenance
\$20.04	Verizon	Telephone
\$7,370.40	Shipman's Fire Equipment (2 sets of PPE)	New Equipment
\$504.00	Fire Equipment Headquarters (2 meters)	Equipment Maintenance
\$49.56	Shipman's Fire Equipment (air adaptor)	New Equipment
\$21.95	Home Depot (2 totes) (District CC)	OSHA Compliance - COVID
\$93.91	O'Reilly First Call	Equipment Maintenance
\$570.57	Amazon (hand tools) (District CC)	New Equipment
\$51.73	Shipman's Fire Equipment (SCBA)	Equipment Maintenance
\$31.20	Gowans Knight	Equipment Maintenance
\$2,447.60	First Due (E6 PM)	Equipment Maintenance
\$982.49	First Due (R3 PM)	Equipment Maintenance

Chief Stephen Elovirta submitted Bills for **Barkhamsted East**:

<b>Barkhamsted East</b>		
<b>Amount</b>	<b>Payee</b>	<b>Account Name</b>
\$15.19	True Value, 1/3 (District CC) -MJ	Equipment Maintenance
\$5.30	True Value (District CC) - MJ	Equipment Maintenance
\$51.28	True Value (District CC) - MJ	Equipment Maintenance
\$77.72	Charter Communications	Telephone
\$425.97	Firematic Supply (Finish New Equipment – June)	New Equipment
\$63.57	Firematic Supply (Finish New Equipment – June)	New Equipment
\$312.46	Firematic Supply (Finish New Equipment – June)	New Equipment
\$100.89	Firematic Supply (Finish New Equipment – June)	New Equipment
\$36.41	Austin Hardware (District CC) – SE	Equipment Maintenance
\$1,232.00	Firematic Supply (Finish New Equipment – June)	New Equipment

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

**Correspondence:** None.

**Chief's Report:**

<b>Pleasant Valley Chief</b>					
<i>Shanley reported:</i>					
<b>Interior Firefighters</b>	<b>Exterior Firefighters:</b>	<b>Fire Police:</b>	<b>Total:</b>	<b>Juniors:</b>	<b>Responded to number of Calls:</b>
13	5	1	19	4	15

<b>Riverton Chief Gillen</b>					
<i>reported:</i>					
<b>Interior Firefighters</b>	<b>Exterior Firefighters:</b>	<b>Fire Police:</b>	<b>Total:</b>	<b>Juniors:</b>	<b>Responded to number of Calls:</b>
12	6	4	22	1	

Barkhamsted East					
Chief Elovirta reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
7	9	3	19	2	7

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
32	20	8	60	7

**Fire Marshal's Report:** The report was emailed prior to the meeting.

**Daytime Driver's Report:** Richard Winn reported that it was emailed out prior to the meeting.

**LCD:** Stephen Elovirta emailed out a report about the LCD meeting.

**Committee Reports:**

**Capital:** Since there wasn't a meeting, President Richard Winn decided to quickly review the capital plan with the board members. He took the SCBA Cylinders out because we put it in the budget rather than a capital item. Also, Richard Winn updated what is in capital versus what we need to spend for the service vehicle replacement. They discussed obtaining estimates for PV Roof Replacement.

**Firefighter Award:** Richard Winn stated that it is time to get the reports completed and sent out because they have to be up for 30-60 days.

**Health and Safety:** (John Andryzeck and Marie Gillen) Norman Bird looked at the policy we created April 21<sup>st</sup> and reemphasized the importance of wearing masks, ensuring that they are six feet apart, and keeping the stations closed to the public.

\*\*Discussion about trash pickup occurred. Norman Bird is going to find out whether he can get into the dump for no charge and will report the results after the discussion occurs. The district is going to wait to obtain the dump sticker until the new service vehicle arrives. Jim Shanley is looking to get rid of the old portable radio equipment. Consensus was to get rid of it. Norman Bird inquired about the alarm service. Richard Winn reported that wifi is currently the primary

and cell service is secondary but is unsure about the result of Riverton. He will read through the documentation and contact Dave if necessary, to determine and will report back to Norman on his findings. The district would like to cancel the district phone line at Pleasant Valley. \*\*

Jim Shanley reported that the state has sheltering supplies such as cots and he is going to send out a list of available supplies, so the chiefs can decide what they would like. It is a good opportunity to get these since our stuff is now 10-15 years old. We have received masks from the state.

Stephen Elovirta asked about the district trailer because he has a very large silk Boom, so it is at least stored away from the mice and weather. Jim Shanley reported that he is okay with putting the boom in the trailer. Jim Shanley is going to ask if they could move the district trailer to the town garage.

**Policy:** None.

#### **Unfinished Business:**

1. **Service Vehicle Replacement:** Stephen Elovirta mentioned that the service vehicle will be finished around next week because it got into the assembly line early. He received an email looking for some parameters of lighting and replied to that, so the vehicle should be all set after assembly.

Riverton started their PM's and Richard Winn talked to First Due about it and they said they would be alright with waiting for a payment if lack of tax dollars became an issue. Richard Winn is anticipating that the tax dollars is not going to be an issue but told the other departments to hold off on their PM's.

Norman Bird asked what we are doing with the old SCBA cylinders. Richard Winn stated that they could be used for RIT Training after painting them, but other than that they should be scrapped.

3. **Grants:** FEMA radio grant is in review and they will be in contact in August or September. Pleasant Valley has a currently active grant for rescue tools and the training component could not occur because of COVID, but FEMA is allowing a six-month extension for the training.

They wanted to put marker signs similar to Canton in the Farmington River, so we could do Hogback to the Canton Line with the DEMS (department of emergency management services) money and it would be \$4,400. Another idea was to do corresponding little signs at the

roadway, so the departments could easily know where the entry point for the marker is along the river.

Jim Shanley mentioned he put in an application for a drone, but Scott Kellog said that DHS hasn't been funding these recently. Amy O'Toole stated that we would need to check with the insurance company and ensure proper licensing if drones were on our radar. Both Pleasant Valley, Barkhamsted East, and Riverton submitted an application for the forestry grant.

### **New Business:**

**1. Accountability Tags:** Both Norman Bird and Jim Shanley need tags for their new members. Norman Bird asked about what Barkhamsted East had for accountability tags and Stephen Elovirta stated that they got the helmet tags and the Salamander Tags.

A motion was made by Jamie Lagassie to adjourn the meeting and it was seconded by John Andryzeck. Motion carried. President Richard Winn adjourned the meeting at 8:31 (20:31).

### **Attendance**

President: Richard Winn

Vice President: Richard Ransom

Treasurer: Amy O'Toole

Directors: John Andryzeck, Karl Jacobs, Norman Bird and Ralph Scarpino

Chiefs: Stephen Elovirta and Jim Shanley

District Clerk:

Absent: Larry Gillen and Amanda O'Toole

### **Next Meeting:**

August 12<sup>th</sup>, 2020 to be held at the Barkhamsted East Fire House at 19:30

\*\* If possible, at Barkhamsted East Fire House and if not, it will be held on Zoom 19:30. (7:30pm) \*\*

Respectfully submitted,

*Amanda O'Toole*, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.