



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

Meeting Date: May 13th, 2020

Meeting was called to order by President Richard Winn at 19:08 (7:08) hours.

Presentation and Public Comment on 2020-2021 Annual Budget: Since there were no residents in attendance of the Zoom meeting, the Barkhamsted Fire District Board of Directors bypassed the presentation of the 2020-2021 annual budget. Therefore, there was no public input on the budget.

Minutes: April 8th, 2020 board minutes were distributed before the meeting. Amy O'Toole inquired whether the minutes were to be changed since the Barkhamsted East Bills that were presented to the board, were a previous set of bills, and therefore did not represent their current bills for April. President Richard Winn stated that they would present the Barkhamsted East Bills for April and May, so the correct bills can be paid, but the minutes will remain as it contains the bills for Barkhamsted East that were presented. President Richard Winn asked for approval of the April 8th, 2020 minutes. Motion made by Jamie Lagassie to accept the April 8th, 2020 minutes seconded by Dick Ransom. Motion carried.

Treasurer's Report:

The treasurer's report was emailed, on April 29th, 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 Jamie Lagassie. Motion carried.

Payment of Bills

Bills submitted for District:

District		
Amount	Payee	Account Name
\$750.00	Fire Tec	Miscellaneous

\$50.98	Reimbursement to Chuck McCaw (Simple Green Disinfectant)	OSHA Compliance - COVID
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Chief Larry Gillen submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$285.00	Fire Equipment Headquarters	OSHA Compliance - COVID
\$25.00	Nor com	Computer Equipment Maintenance
\$143.00	Baystate/Eastern Laundry	Equipment Maintenance
\$790.00	Shipman's Fire Equipment	New Equipment
\$59.68	Shipman's Fire Equipment	Equipment Maintenance
\$100.00	State of CT DMV	Miscellaneous

Chief Jim Shanley submitted Bills for Pleasant Valley:

Pleasant Valley		
Amount	Payee	Account Name
\$14.10	True Value of Winchester (E6 mount tool)	Equipment Maintenance
\$20.04	Verizon	Telephone
\$159.53	Zoom (Reimbursement to James Shanley)	Fire School
\$164.95	Shipman's Fire Equipment	OSHA Compliance -COVID
\$23.03	USA Waste	Building Maintenance
-(29.97)	True Value of Winchester (Credit for Return)	OSHA Compliance -COVID

Chief Stephen Elovirta submitted Bills for Barkhamsted East:

Barkhamsted East		
Amount	Payee	Account Name
\$92.00	USPS (District CC)	Miscellaneous
\$77.72	Charter Communication	Telephone
\$382.80	Amazon (District CC)	New Equipment
\$496.62	Staples (District CC)	Computers
* \$77.72	Charter Communication	Telephone

* \$46.20	Larsen Ace Hardware	Building Maintenance
* \$700.00	Pat Sepples	Snow Plowing
* \$518.00	Carlson Heating Air & Hot Water Inc.	Heat

* The asterisk represents a bill that was from the month of April 2020.

Karl Jacobs made a motion to pay the bills as presented, adjusted, and added to in the meeting and it was seconded by Ralph Scarpino. Motion carried.

Correspondence: None.

Chief's Report:

Pleasant Valley Chief <i>Shanley reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
13	5	1	19	4	16

Riverton Chief Gillen reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
10	3	3	16	1	10

Barkhamsted East <i>Chief Elovirta reported:</i>					
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:
30	17	7	54	7

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

Daytime Driver's Report: Richard Winn reported that it was part of the package that was sent out prior to the meeting.

LCD: Stephen Elovirta was not there to report on LCD but Richard Winn is assuming that because of the circumstances they did not meet.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Norman Bird, Jamie Lagassie and 3 chiefs)
Richard Winn reported that he did look over the spreadsheet that was sent out. He deleted several line items, that were older things that don't appear anymore to clean it up. The committee needs to meet when it is appropriate to convene in person.

Firefighter Award: None.

Health and Safety: (John Andryzeck and Marie Gillen) Norman Bird reported the Riverton has decided to start live training again in June. John Andryzeck reported that Stephen Elovirta was thinking the same thing. Jim Shanley reported that they are doing Local Drills only in June and talk about how district goes done the road. Jim Shanley reported that COVID positive PV member has fully recovered and has returned to work a week ago and they are now back at full staffing. Norman Bird reported there was a call in Colebrook for a chimney fire and everyone was wearing masks and complimented their compliance of the mask wearing.

Karl Jacobs noted that members have been wearing the homemade masks, but asked if we had a plan to come up with a more commercial disposable masks. Jim Shanley reported that he has a collection of surgical masks for people that would prefer them over homemade masks. Norman Bird reported that Riverton has two masks so one can be worn while one can be washed. Jamie Lagassie reported Shipman's had a cloth mask. John Andryzeck mentioned that there are filters that you can get for the homemade masks. Norman Bird reported there will be a group to discuss the homemade masks and the goal is to try and come up with a standard mask that everyone can make.

Policy: None.

Unfinished Business:

1. **Sale of Pumpers:** Norman Bird reported that both of the engines are sold. Riverton's engine went up to Cooper Landing, Alaska and Pleasant Valley's engine went to Hazelgreen Fire Protections District which is near Richland, Missouri. Thank you, Norman, for all your hard work and dedication to the sale of these engines!

2. **Service Vehicle Replacement:** Stephen Elovirta was not in attendance of the meeting to provide an update. But Richard Winn stated that they were looking for approval of the lettering and assumes that they are getting closer to the finishing the vehicle. MHQ reported that they had an issue with the transfer pump and stated they could not get the pump to work, so we are going to worry about that when we get it back. Norman Bird reported that he heard from Stephen that the truck made it to Connecticut and the plan is to have the installation wrapped up by the second week in June. People are welcome to check out the truck in Middletown before they start the final steps. Existing vehicle is to be sold once we get the new vehicle. Richard Winn mentioned he would be looking into be able to put it up on state surplus account. Jamie Lagassie stated we could put it out to bid. The consensus was that model of truck a bad diesel engine and there are a lot of them out there, so it will not be worth too much. Richard Winn stated that it would be a discussion for next month and he would do a bit of research before next month.

3. **Grants:** None.

4. **2020-2021 Budget:** President Richard Winn opened up the meeting for discussion on the annual budget for 2020-2021. Dick Ransom made a motion to approve the annual budget for 2020-2021 as presented. The motion was seconded by Karl Jacobs. Norman Bird complimented the PowerPoint that Richard Winn put together for the residents. Richard Winn stated the mill rate gets absorbed by the increase in the grand list, so we haven't needed to go up in taxes. Motion carried.

Richard Winn reported that he will send in an order for the 25 SCBA cylinders if the invoice doesn't arrive before July 1st. Norman Bird asked if Marq pulled the old cylinders out and the answer is yes and it will leave us short until we get the new bottles.

There was a motion by Norman Bird to approve the one-time (single) payment. It was seconded by John Andryzeck. Motion carried.

Richard Winn stated that the Board of Selectman decided to offer the residents a 90-day referral on their taxes. Our hope is that there are some people that will pay them, that all our bills can easily be paid. Terri Collins stated landlords and escrowed payments, do not get extension to the tax payments. The due date is October 1st and if you pay later than October 1st then the interest penalty is a 6 percent.

5. **Suspense List:** Jamie Lagassie made a motion to accept the suspense list as presented. The motion was seconded by Karl Jacobs. No discussion. Motion carried.

New Business:

1. **Audit Review:** Amy O'Toole stated that the audit is all reviewed.

2. **Rescue Tool Grant:** Jim Shanley reported that Pleasant Valley has received a grant from rescue tools and now Pleasant Valley has surplus rescue tools including three output pump and some hydraulic tools. Stated that they do not need them all, so he wants to decide what they want to keep versus what they don't need and put together a list. Then see how much those items are worth and bring it to the district to approve to sell them. Jim stated the department in Missouri is looking for rescue tools. Amy O'Toole asked if there are any other departments in our town that could use them rather than selling them. Jim Shanley stated that Pleasant Valley has always had the rescue tools and the reason that they got the grant is that they were having issues with the tools such as the large cutter. Rams and small cutter are obsolete. Larry Gillen said that the tools would be better used in Barkhamsted East. John Andryzeck reported that he will leave that up to Stephen Elovirta if he wants the rescue tools and put it on the truck in Barkhamsted East. Richard Winn and Jamie Lagassie were concerned about the maintenance expense of the rescue tools and collecting too much equipment.

A motion was made by Jamie Lagassie to adjourn the meeting and it was seconded by Norman Bird. Motion carried. President Richard Winn adjourned the meeting at 7:44 (19:44).

Attendance

President: Richard Winn

Vice President: Richard Ransom

Treasurer: Amy O'Toole

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

Chiefs: Larry Gillen and Jim Shanley

District Clerk:

Guests: Terri Collins

Absent: Stephen Elovirta and Amanda O'Toole

Next Meeting:

June 10th, 2020 via Zoom 19:30 (7:30pm)

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.