



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

Meeting Date: November 11th, 2020

Meeting was called to order by President Richard Winn at 19:31 (7:31) hours.

Minutes: October 14th, 2020 board minutes were distributed before the meeting. President Richard Winn asked for approval of the October 14th, 2020 minutes. Motion made by Jamie Lagassie to accept the October 14th, 2020 minutes seconded by Ralph Scarpino. Motion carried.

Treasurer's Report:

Treasurer's report was emailed on November 8th 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 Dick Ransom. Motion carried.

Payment of Bills

Bills submitted for District:

District		
Amount	Payee	Account Name
\$228.00	CT Occupational Medical Partners	Occupational Health and Safety
\$50.10	Verizon	Riverton – Phone

Chief Larry Gillen submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name

\$242.50	Rock and Rescue (Ropes)	New Equipment
\$2,127.25	First Due Services (Grange Pump)	Equipment Maintenance
\$204.05	Fire Equipment Headquarters	OSHA Compliance
\$60.83	True Value of Winchester	Equipment Maintenance

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

Pleasant Valley		
Amount	Payee	Account Name
\$80.51	Pizza Petes	Fire School
\$20.04	Verizon	Telephone
\$266.98	Tractor Supply (CC) U4 fuel pump	Equipment Maintenance
\$37.74	Stop and Shop (CC)	Fire School
\$4.99	CVS (CC)	Equipment Maintenance
\$9.49	True Value Hardware	Equipment Maintenance
\$35.04	Amazon (Reimburse Peter Ferraesso) R3 headlights	Equipment Maintenance
\$140.61	TascaParts (Reimburse Peter Ferraesso)	Equipment Maintenance
\$692.00	Overhead Door	Equipment Maintenance
\$1,005.00	Shipman's Fire Equipment	OSHA - COVID
\$70.79	Coastal Fire (R3 SCBA door)	Equipment Maintenance
\$23.06	USA Waste	Building Maintenance
\$915.00	First Due Services (E5 relief valve)	Equipment Maintenance
\$16.73	Gowans Knight Co.	Equipment Maintenance
\$120.00	Salt Gone	Equipment Maintenance
\$689.97	Fire Equipment Headquarters	OSHA Compliance

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

Barkhamsted East		
Amount	Payee	Account Name
\$131.35	Shipman's Fire Equipment (SCBA)	OSHA Compliance
\$335.60	Fire Equipment Headquarters (Fire Extinguisher Inspection)	OSHA Compliance
\$234.00	Fire Equipment Headquarters	New Equipment
\$81.01	Charter Communications	Telephone
\$34.12	Reimburse Jack Rebick (Pizza, Live Burn)	Fire School

Karl Jacobs made a motion to pay the bills as presented and it was seconded by John Andryzeck. Motion carried. Jamie Lagassie abstained.

Correspondence: None.

Chief's Report:

Pleasant Valley					
<i>Chief Shanley reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
14	5	1	20	4	10

Riverton					
<i>Chief Gillen reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
11	5	4	20	1	8

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	5

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
32	19	8	59	7

Correspondence:

P.O. Box – Requires contact information and President Richard Winn is going to give Amy O’Toole’s because he doesn’t want them to be confused between the fire district and the fire school.

Official Government Email – The district might need to look into getting an official government email to be able to receive the reports and communications from the state. Jim Shanley mentioned that we have the barkhamstedfiredistrict.org email that is associated with the website, but we might need an email that ends in .gov.

Fire Marshal’s Report: Emailed out prior to the meeting.

Daytime Driver’s Report: Emailed out prior to the meeting.

LCD: Stephen Elovirta reported that he was unable to make the LCD meeting but will forward the minutes when they are sent out.

Committee Reports:

Capital: The capital committee met before the meeting and the plan was updated. A couple of changes to note: They removed \$20,000 of hose for this year (2020-2021). They added \$50,000 of radios to next year (2021-2022). Additionally, they added \$10,000 to the hydrants for upgrades including a heating system in the pump house. They also added three more years to the other end of the plan. Richard Winn will distribute a copy of the capital plan. Regarding future purchasing of apparatus, he is hoping to buy with cash and finance less than half of the cost of the next truck purchase.

Firefighter Award: The chiefs reported that it has been posted for thirty days, so President Richard Winn is going to send it out to the three chiefs to review and then it will be shipped out to Penflex. The checks were cut today, so the people who completed their paperwork got paid out.

Health and Safety: (John Andryzeck and Marie Gillen) None.

Policy: None.

Unfinished Business:

1. Update on Grants: Discussion about possibility of purchasing a sprayer to share amongst the district. There is a 10% match.

Radio Grant: Norman Bird said there is a plan to resubmit the application for the upcoming season. Jim Shanley reported that as far as he heard that we weren't disqualified and Barkhamsted made it to the final round, but Winsted and Norfolk took the money.

Discussion on talk groups occurred. The goal is to bring all four towns to state tech so they can have various zones and talk groups. Jamie Lagassie reported that Winsted is building code plug and will share it with us.

2. Discussion and possible action on PTSD Policy: Alex Balla of Riverton is going to be the lead for the Winsted Area group. Jamie Lagassie stated that he did not bring the policy, but he will send it out. There are also people from New Hartford and Winsted that completed the peer support training.

3. Discussion and possible action on website: There has been a couple of complaints about the website not being up to date. The minutes have not been posted in quite a while and the apparatus are not up to date either. It was brought to the board that each department would like access to their own section and the software, so they would be able to regularly update it. The board has decided that we need to find someone to keep the website up to date.

Jamie Lagassie suggested that we get prices on someone to do the website with a user-friendly service, so each department can control their section. We should look at the budget season and see if there is a possibility of adding it. President Richard Winn stated that there will need to be rules about what goes up and what doesn't. They are going to need posting criteria.

4. Discussion and possible action on COVID 19 Contact Tracing: There has been a significant uptick in COVID-19 cases within Connecticut. The district had a couple of cases where a couple of their members were close contact exposures to COVID 19, but they both tested negative. Therefore, Stephen Elovirta believes we should be putting in place stricter procedures that are similar to the beginning of this pandemic. The suggested protocols include staying out of the firehouse, 2 member crew, thorough disinfection of the apparatus, continue temperature taking, and limited in-person training.

The Hazmat refresher is going to be done via Zoom thanks to Jamie Lagassie. Jim Shanley reported that the Fire Department is currently on the priority list for the COVID 19 vaccinations and it would be a two-shot vaccine. Dependent on the vaccination and availability there may be responding protocols put into place for those members who are vaccinated versus those who choose not to be vaccinated.

There was a motion to add fuel bids to the unfinished business section. The motion was made by Jamie Lagassie and seconded by Karl Jacobs. Motion carried.

5. Discussion and possible action on Fuel Bids: An RFP (Request For Proposals) was issued for heating fuel, propane, and burner services. After review and further discussion, it was decided to award heat, propane, and burner service except Barkhamsted East to Klebe Fuel. Barkhamsted East is going to stay with Carlson. During the discussion, Amy O'Toole advised the board to go with fixed pricing.

Jamie Lagassie made the motion to go with Klebe fuel fixed rate propane and fuel services for everyone except Barkhamsted East. It was seconded by Karl Jacobs. Motion carried.

New Business:

1. Discussion and possible action on PVFD boat: Jim Shanley reviewed a PowerPoint presentation with the board about their updated findings in regard to the PVFD boat. Jamie Lagassie suggested that they leave the smaller boat on the existing trailer and buy the \$1,700 that comes with the trailer. Therefore, they'd just have two trailers instead of combining both boats onto one.

A motion was made by Jamie Lagassie to adjourn the meeting and it was seconded by Ralph Scarpino. Motion carried. President Richard Winn adjourned the meeting at 9:05.

Attendance

President: Richard Winn

Vice President: Richard Ransom

Treasurer: Amy O'Toole

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

Chiefs: Stephen Elovirta, Larry Gillen, and Jim Shanley

District Clerk: Amanda O'Toole

Absent:

Next Meeting:

December 9th, 2020 to be held at the Pleasant Valley Fire House at 19:30

****COVID-19 Dependent – May be held virtually on Zoom to ensure the safety of all members****

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.

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