



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

Meeting Date: September 9th, 2020

Meeting was called to order by President Richard Winn at 19:30 (7:30) hours.

Minutes: August 12th, 2020 board minutes were distributed before the meeting. President Richard Winn asked for approval of the August 12th, 2020 minutes. Motion made by Ralph Scarpino to accept the August 12th, 2020 minutes seconded by Jamie Lagassie. Motion carried.

Treasurer's Report:

Treasurer's report was emailed on August 31st and the transfers were emailed on September 2nd 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
\$302.00	St. Francis Hospital and Medical Center	Occupational Health and Safety

Chief Larry Gillen submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$80.00	State of CT - Boiler	Heat
\$147.82	True Value of Winchester	Miscellaneous

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

Pleasant Valley		
Amount	Payee	Account Name
\$97.80	Amazon (cleaning supplies)	Building Maintenance
\$20.04	Verizon	Telephone
\$29.90	Lowes (District CC)	Equipment Maintenance
\$1,297.67	First Due Services (R3 Exhaust)	Equipment Maintenance
\$43.56	O'Reilly First Call (E6 WW Fluid, E5 WW Blades)	Equipment Maintenance
\$19.76	Levine Paint and Auto (U4)	Equipment Maintenance
\$47.94	Home Depot (U4)	Equipment Maintenance
\$51.53	True Value of Winchester (U4)	Equipment Maintenance
\$37.00	Edward Jones (U4)	Equipment Maintenance

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

Barkhamsted East		
Amount	Payee	Account Name
\$33.28	Larsen Ace Hardware	Building Maintenance
\$87.00	Shipman's Fire Equipment	Equipment Maintenance
\$81.01	Charter Communications	Telephone
\$238.00	On Scene Tags	OSHA Compliance

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

Correspondence: None.

Chief's Report:

Pleasant Valley Chief Shanley reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
14	5	1	20	4	21

Riverton Chief Gillen reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
11	5	4	20	1	13

Barkhamsted East Chief Elovirta reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
8	8	3	19	2	10

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
33	18	8	59	7

Correspondence: N/A

Fire Marshal's Report:

Daytime Driver's Report: Richard Winn reported that he didn't see the report, but that the new utility vehicle had to go to Springfield because they used some of the mounts for the body that were needed for the hitch. The vehicle also will need to be registered.

LCD: No report, noted that dispatcher Kaki Reid recently retired from LCD

Committee Reports:

Capital: Should plan to meet before next month's meeting.

Firefighter Award: Riverton and Pleasant Valley have posted their points to the members, but Barkhamsted East needs to get theirs posted. Four people need disbursement and those forms were distributed to people at the meeting. The people have an option to get a five year versus a lump sum but if they desire the five year then it has to be brought to the board.

Health and Safety: (John Andryzeck and Marie Gillen) John Andryzeck reported that the physical forms were dropped off. Call to determine late night appointments.

Policy: No update on the medical policy but see below for PTSD Policy.

Unfinished Business:

1. Update on Grants: All three departments received the forestry grant. They have one more week to hear back on the radio grant. The departments did not receive any regional DMAS grants for either the river signs or drones. Also, the Fire District did not meet the minimum threshold for the FEMA grants.

2. Discussion and possible action on PTSD Policy: PTSD: Litchfield County Regional Fire School is holding a Stress First Aid class. Jamie Lagassie reported that the topic for the October Chief's meeting is a common PTSD policy and the plan is to get one peer counselor for each department, so together they can have a list of regional peer counselors. The board members are thinking that at least one person from each department should attend the Stress First Aid Class. After determining the peer counselors from the departments, the district will construct a business card with their contact information to distribute to each member.

New Business:

1. Discussion and possible action on 2019-2020 Transfers: Amy O'Toole reported that nobody was overspent in their individual department, but the district was over spent in several areas. Richard Winn reported that surplus is looking good and that the banks are reconciled. There was a motion made by Jamie Lagassie to approve the 2019-2020 transfers as presented. It was seconded by John Andryzeck. No discussion. Motion carried.

2. Discussion and possible action on after-action review for tropical storm Isais: Norman Bird reported during the tropical storm there was significant issues occurring with LCD and in Dan's after-action review he will be making changes within LCD. However, he would like to sit down with the chiefs to discuss possible corrections/fixes/changes to the issues they encountered. The 3 chiefs are to get together to create a follow-up action plan, but still acknowledging that every incident is going to be different. Richard Winn requested to take part in this meeting too. There was discussion on centralizing dispatch, yet maintaining manpower in all three stations, so that each department is prepared to respond to the calls.

Additionally, there was discussion on inviting Rich Novack to give his input into this document along with Don Stein. Stephen Elovirta mentioned that they should try to work out the

redundancy with the CT State Police, so either the Fire Department, Town Crew, or State Police are going to the tree on wires call rather than several people showing up to do the same job. It was determined that the EMS and Fire need to have more on-scene communication and knowledge of the chain of command, etc. One of the challenges that was mentioned is that they do not have a county wide coordination amongst EMS service providers. The town is participating in a group that is collectively going to Eversource to discuss those problems.

3. Discussion and possible action on radio repeater system: Jim Shanley reported that we have encountered a hold up in the licensing because every time you get a pair, you then need their concurrence. He reported that he has not heard from Dave, but the last he knew that as soon as we get a license, then he will be ready to install it. As of 2 years ago when this project originally started the town was going partially fund it and split the cost with the fire department (50 – 50). If this split occurs, the town and the departments would have to work out a protocol for radio communications.

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 8:17.

Attendance

President: Richard Winn

Vice President: Richard Ransom

Treasurer: Amy O'Toole

Directors: John Andryzeck, Karl Jacobs (attended virtually), Norman Bird, Jamie Lagassie and Ralph Scarpino

Chiefs: Stephen Elovirta, Larry Gillen, and Jim Shanley

District Clerk: Amanda O'Toole

Next Meeting:

October 14th, 2020 to be held at the Riverton Fire House at 19:30

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.