



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

Meeting Date: April 8th, 2020

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

Minutes: March 11th, 2020 board minutes were distributed before the meeting. President Richard Winn asked for approval of the March 11th, 2020 minutes. No discussion. Motion made by Karl Jacobs to accept the March 11th, 2020 minutes seconded by Dick Ransom. Motion carried. Jamie Lagassie abstained.

Treasurer's Report:

The treasurer's report was emailed, on April 7th, prior to meeting for review and there was no discussion. Jamie Lagassie 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
\$263.94	Reimbursement to Norman Bird for 3 thermometers	OSHA Compliance
\$249.00	CT Occupational Medicine Partners, LLC	Occupational Health and Safety

Chief Larry Gillen submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$347.30	Verizon	Telephone

\$125.00	Fire Control Services	Equipment Maintenance
\$143.00	Eastern Laundry System	Equipment Maintenance

Chief Jim Shanley submitted Bills for Pleasant Valley:

Pleasant Valley		
Amount	Payee	Account Name
\$9.98	Tractor Supply- Reimbursement to Chris Kulinski	Equipment Maintenance
\$11.98	Shop Rite- Reimbursement to James Shanley	OSHA Compliance -COVID
\$153.13	Bissell (District CC)	OSHA Compliance -COVID
\$11.97	Winsted Feed (District CC)	OSHA Compliance -COVID
\$111.17	Lowes (District CC)	OSHA Compliance -COVID
\$22.27	Stop and Shop (District CC)	OSHA Compliance -COVID
\$47.88	Tractor Supply (District CC)	OSHA Compliance -COVID
\$3.78	True Value of Winchester	OSHA Compliance -COVID
\$37.66	Stop and Shop (District CC)	OSHA Compliance -COVID
\$7.00	Dollar General (District CC)	OSHA Compliance -COVID
\$12.91	Henny Penny (District CC)	OSHA Compliance -COVID
\$16.56	Stop and Shop (District CC)	OSHA Compliance -COVID
\$112.18	True Value of Winchester	OSHA Compliance -COVID
\$20.04	Verizon	Telephone
\$804.51	Shipman's Fire Equipment	New Equipment
\$85.00	Shipman's Fire Equipment	OSHA Compliance -COVID
\$250.00	Fire Equipment Headquarters	OSHA Compliance -COVID

Chief Stephen Elovirta submitted Bills for Barkhamsted East:

Barkhamsted East		
Amount	Payee	Account Name
\$189.71	Charter Communication	Telephone
\$7.86	Levine Auto	Equipment Maintenance
\$8.99	Reimbursement to Stephen Elovirta	Building Maintenance
\$41.42	Reimbursement to Stephen Elovirta	Equipment Maintenance
\$18.86	Larsen Ace Hardware	Building Maintenance
\$145.90	Fire Equipment Headquarters	OSHA Compliance -COVID
\$118.60	Patterson Oil Co.	Heat

1,378.84	Strobes n' More	New Equipment
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Karl Jacobs made a motion to pay the bills and it was seconded by Jamie Lagassie. 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	4	1	18	3	8

Riverton Chief Gillen reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
10	3	3	16	1	11

Barkhamsted East <i>Chief Elovirta reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
8	8	4	20	0	7

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
31	15	8	54	4

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

Daytime Driver's Report: Richard Winn reported that he hadn't seen the report.

LCD: Stephen Elovirta reported he did not have a report because they did not meet.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Norman Bird, Jamie Lagassie and 3 chiefs)

Capital committee meeting wasn't held prior to the meeting due to the circumstances and holding our meeting on Zoom and capital will be discussed during the budget portion later in the meeting.

Firefighter Award: President Richard Winn reported the investments are down significantly.

Health and Safety: (John Andryzeck and Marie Gillen) John Andryzeck reported there is nothing to report, but currently St. Francis is still holding physicals for those who need them.

Policy: None.

Unfinished Business:

1. **Sale of Pumpers:** Norman Bird reported there were a couple of people viewing the truck and he was given the names, but no contact information, so they would have to reach out to them before any negotiations could be made. Currently the truck is still listed at \$7,500. Jamie Lagassie stated that most of the trucks are listed in the \$5,000. The board was in consensus that it should be listed at \$5,000.

2. **Service Vehicle Replacement:** Steve Elovirta stated that they were looking to get the fuel tank up to them in Oxford, Massachusetts and the sooner it is done the better. They are awaiting it to put it on the vehicle. Jim Shanley stated that he will check to see if one of the members who also works for the town will be willing to drive the tank up to Massachusetts. Richard Winn stated we could provide them with compensation if they are willing to do this.

3. **Grants:** Jamie Lagassie reported that he heard from a person who was on a conference call that FEMA has extended their training grants and reported that they are still planning to award grants that were submitted in July or August. There are also safety equipment and other grants which they are working out how to go forward with grants and decisions about who is receiving them electronically.

4. **2020-2021 Budget:** The district reviewed and discussed the four proposed budgets and adjusted as necessary. Some highlights from the discussion are:

- Due to the current situation the fire district wanted to provide the residents with no increase in their fire taxes and to leave the mill rate the same, it meant removing the \$11,200 difference between last years budget and this year's budget.
- Reductions in line items: Firefighter Coverage, Conferences, and Knoxbox
- Some of the items removed from the department's budgets to make this possible included items in new equipment: a folding tank (RIV), a computer (RIV) *moved to district computer line*, 4 gas meter (RIV), Safety Vest (RIV), Decon Pak (RIV) *to be moved to district budget*, portable tank (BE), 1 Solid Bore Nozzle (BE)
- The district is going to purchase the 25 required SCBA cylinders through the OSHA Compliance district line, since the executive order doesn't allow the boards to pass per capita items and we cannot wait to purchase these cylinders because they have reached the end of their compliance period.
- Moving forward Richard Winn stated he would like the district to do cash versus lease purchases if it is possible
- Richard Winn received a flight credit from the cancelled flights to the FDIC conference, but is unsure about how long the credit will last for. If possible, he'd like to use it for the conferences next year.
- The minutes were reviewed and there was a motion back in February 2020 to buy 25 SCBA cylinders, in an amount not to exceed \$35,000. This was corrected and the budget reflects the changes.
- Norman Bird mentioned whether it would be possible to purchase the Decon Pak in this year's budget. There was discussion but it was inconclusive, so it still needs to be determined whether it is possible.

Karl Jacobs made a motion to present the 2020 to 2021 budget as discussed tonight, with no change in the mill rate, to the Barkhamsted taxpayers. John Andryzeck seconded. Motion carried.

The budget is going to be posted on the towns website and people will be allowed to submit their comments and give feedback on it. Additionally, the meeting will start at 7:30pm (19:30) on May 13th, 2020 and if the residents desire, they can join the Zoom meeting to ask questions and share their thoughts on it. Per the executive order, the public needs to receive a chance to provide their input, but there is no need to vote on it.

New Business:

1. **Election of Officers/ Board of Directors 2020/2021:** A decision was made by the board to have the board remain in their positions until when an in-person election is possible or there is a statute that is made that states otherwise.

Masks will be distributed among the individual departments and shared as they are donated. The goal is to have at least two homemade masks for each active member in the department.

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 8:46 (20:46).

Attendance

President: Richard Winn

Vice President: Richard Ransom

Treasurer:

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

Chiefs: Stephen Elovirta, Larry Gillen and Jim Shanley

District Clerk: Amanda O'Toole

Absent: Amy O'Toole

Next Meeting:

May 13th, 2020 via Zoom 19:30 (7:30pm)

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.