



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

Meeting Date: February 12th, 2020

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

Minutes: January 8th, 2020 board minutes were distributed before the meeting. President Richard Winn asked for approval of the January 8th, 2020 minutes. No discussion. Motion made by Jamie Lagassie to accept the January 8th, 2020 minutes seconded by Karl Jacobs. Motion carried.

Treasurer's Report:

The treasurer's report was emailed, on February 3rd, 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
\$3,000.00	King & King and Associates P.C CPAs	Audit
\$478.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$322.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$322.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$140.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$200.00	County of Plymouth	Miscellaneous
\$300.00	Fire School- Apparatus Storage	Miscellaneous
\$500.00	Fire School – Live Burn (Split two ways- 50% BE and 50% PV so \$250 will be charged to each department)	Fire School

\$180.00	Fire School – Muster (Split three ways among BE, PV, and RIV, so \$60 will be charged to each department)	Fire School
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*Chief Larry Gillen submitted bills for **Riverton**:*

Riverton		
Amount	Payee	Account Name
\$1,333.00	Fire Tech & Safety	Equipment Maintenance
\$16.12	O'Reilly Auto Parts (split-on account)	Equipment Maintenance
\$75.00	Klebe Fuel	Heat
\$665.00	Klebe Fuel	Hydrants
\$429.25	Shipman's Fire Equipment (Boots)	New Equipment
\$110.00	Shipman's Fire Equipment (Gloves)	New Equipment
\$707.50	Shipman's Fire Equipment (Hoods & Gloves)	New Equipment
\$775.00	Shipman's Fire Equipment	New Equipment
\$145.00	Shipman's Fire Equipment (Boots)	New Equipment
\$200.00	Pleasant Valley Fire Department	Communication Equipment Maintenance
\$145.00	Fire Equipment Headquarters	New Equipment
\$300.00	Spotted Dog	Computers
\$31.50	Levine Auto (Credit Card)	Equipment Maintenance
\$120.00	Millard Welding	PV Equipment Maintenance

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

Pleasant Valley		
Amount	Payee	Account Name
\$42.52	Staples (District CC)	Miscellaneous
\$278.00	Home Depot (District CC) Shop-vac and Sawsall	New Equipment
\$50.45	Tractor Supply- Reimbursement to James Shanley	Building Maintenance
\$20.04	Verizon	Telephone
\$23.06	USA Waste	Building Maintenance

\$2,450.00	Weso's Tree Service	Building Maintenance
\$16.18	O'Reilly First Call	Equipment Maintenance
\$190.96	Fire Store (Gloves)	New Equipment
\$1,079.67	Northeastern Fire (E6 Valve)	New Equipment
\$112.33	Innovative Controls (E6 Pump Labels)	Equipment Maintenance

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

Barkhamsted East		
Amount	Payee	Account Name
\$700.00	Pat Sepples (December Plowing)	Snow Plowing
\$186.99	Reimbursement to Stephen Elovirta	Miscellaneous
\$290.00	Reimbursement to Stephen Elovirta	Computers
\$154.00	AED.US (District CC)	Equipment Maintenance
\$576.18	Carlson Heating, Air, & Hot Water Inc.	Heat
\$198.56	Chris' Refrigeration Heating & AC Inc.	Equipment Maintenance
\$825.00	Fire Equipment Headquarters Inc.	New Equipment
\$211.93	Larsens Ace Hardware	Building Maintenance
\$77.72	Charter Communication	Telephone
\$200.00	Pleasant Valley	Communication

Karl Jacobs made a motion to pay the bills and it was seconded by Dick Ransom. 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:
13	4	1	18	3	9

Riverton Chief Gillen reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
10	3	3	16	1	8

Barkhamsted East Chief Elovirta reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
7	7	3	17	3	8

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
30	14	7	51	7

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

Daytime Driver's Report: Richard Winn reported that it was left in PV's mailbox, so he will scan it and email it out before the next meeting.

LCD: Stephen Elovirta did not attend the meeting, but the LCD budget and minutes from their December 2019 meeting was forwarded on February 3rd, 2020.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Norman Bird, Jamie Lagassie and 3 chiefs) Nothing to report.

Firefighter Award: President Richard Winn stated that he has the certificates and he has received an invoice that is possibly from Penflex.

Health and Safety: (John Andryzeck and Marie Gillen) John Andryzeck reported that they had several new member physicals that were completed.

Policy: Richard Winn reported that the district will need a PTSD policy, but he is currently waiting for the state policy before creating one for the district. The initial training should be included in a safety stand down.

Unfinished Business:

1. **Sale of Pumpers:** Norman Bird reported that the Riverton's Engine is in Tacoma, Washington. Then, he reported that there has been interest in Pleasant Valley's Engine. There was interest expressed from a place in Oklahoma, but that seems to have fallen through. Additionally, there is an interest in Colchester, CT. So Marq took Pleasant Valley's Engine down to Gowan's. They took it to the maintenance facility and back to Gowan's. The testing reported that the engine did not pass the dry prime and it would cost \$5,500 to rebuild 10 valves. It cost Colchester \$450 dollars to look at the machine. Norman Bird held a discussion with the lead mechanic and said they got ripped off and he could do it for \$1,000. If sold for \$6,000, then FireTech will receive approximately \$1,000. So, Richard Winn requested that Norman Bird offer to sell it to them for either \$7,000 or \$6,500.

2. **Service Vehicle Replacement:** Stephen Elovirta reported the chassis is 3 to 4 weeks out.

3. **Grants:** The grant period has opened, and we expect to submit a regional communications grant application. Norman Bird reported that they were just finishing up the narratives for the grant.

New Business:

1. **2020-2021 Budget:** The three chiefs need to get budget requests to Richard Winn **by the first week in March (March 4th)**.

FDIC: Tentatively it is Marquam Johnson, Larry Gillen, Jamie Lagassie and Richard Winn pending scheduling approval.

There was a motion to add Berkshire Alarm Systems and SCBA cylinders made by Jamie Lagassie and seconded by Norman Bird.

2. **Berkshire Alarm Systems:** Richard Winn reported that he has been in contact with Berkshire Alarms and exploring options for replacing obsolete equipment. Richard Winn will obtain quotes for all three station systems and the Grange pumphouse. Richard Winn is authorized to enter into a contract and get alarm system upgrades completed. It was made by Ralph Scarpino and seconded by John Andryzeck. Motion carried.

Jim Shanley inquired whether the chiefs could get credit cards. Richard Winn is going to research it and report back at the next meeting. Tax exempt certificate for Staples was distributed to all three chiefs and President Richard Winn.

3. SCBA Cylinders: A discussion included the timing of the meeting and the appropriations from capital. These bottles would have to be replaced before May. There was a motion to purchase 25 (15 year – 45 minute) SCBA replacement cylinders for those which have reached their end of their useful life in an amount not to exceed \$35,000.

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 8:29 (20:29).

Attendance

President: Richard Winn

Vice President: Richard Ransom

Treasurer: Amy O’Toole

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

Chiefs: Stephen Elovirta, Larry Gillen and Jim Shanley

District Clerk: Amanda O’Toole

Guests: Andy Motes

Next Meeting:

March 11th, 2020 @ Pleasant Valley 19:30 (7:30pm)

Respectfully submitted,

Amanda O’Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.