



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

Meeting Date: January 8th, 2020

Meeting was called to order by President Richard Winn at 19:35 (7:35) hours.

Minutes: December 13th, 2019 board minutes were distributed before the meeting. President Richard Winn asked for approval of the December 13th, 2019 minutes. No discussion. Motion made by Ralph Scarpino to accept the December 13th, 2019 minutes seconded by Norman Bird. Motion carried.

Treasurer's Report:

The treasurer's report was emailed, on January 6th, 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
\$2,167	Firehouse Software	Computers
\$143.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$692.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$393.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$337.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$249.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety

\$546.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety
\$1,026.00	CT Occupational Medicine Partners LLC	Occupational Health & Safety

Amanda O'Toole arrived (7:43).

Norman Bird submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$20.00	Department of Motor Vehicles	Miscellaneous
\$18.04	True Value of Winchester	Building Maintenance
\$708.62	Northeastern Fire	Equipment Maintenance
\$125.00	Fire Control Service	Equipment Maintenance
\$202.50	Shipman's Fire Equipment (Flash Hoods)	New Equipment
\$775.00	Shipman's Fire Equipment (Glove)	New Equipment
\$145.00	Shipman's Fire Equipments (Boots)	New Equipment
\$582.45	Shipman's Fire Equipment (Compressors)	Equipment Maintenance
\$45.71	Reimbursement to Norman Bird	Building Maintenance

Chief Jim Shanley submitted Bills for Pleasant Valley:

Pleasant Valley		
Amount	Payee	Account Name
\$162.72	Staples (District CC)	Miscellaneous
\$119.00	Fire Equipment Headquarters (meters)	Equipment Maintenance
\$50.45	Tractor Supply – Reimbursement to Jim Shanley	Building Maintenance
\$20.04	Verizon	Telephone
\$23.06	USA Waste	Building Maintenance
\$105.40	Amazon (District CC)	Communication Equipment Maintenance

\$11.48	Stop & Shop (District CC) water	New Equipment
\$8.73	True Value of Winchester	Equipment Maintenance
\$1,200.00	Pat Seeples	Snow Plowing
\$48.95	Sophia's Pizza- reimbursement to Jim Shanley	Fire School
\$190.96	WPSG (extra gloves)	New Equipment

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

Barkhamsted East		
Amount	Payee	Account Name
\$700.00	Pat Seeples (December Plowing)	Snow Plowing
\$1,378.00	First Due Services LLC	Equipment Maintenance
\$300.00	Spotted Dog Technologies	Computers

Jamie Lagassie made a motion to pay the bills and it was seconded by John Andryzeck. 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:
12	4	1	17	3	5

Riverton Chief Gillen <i>reported:</i>					
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	3

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
29	14	7	50	7

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

Daytime Driver's Report: November's report was distributed at the meeting.

LCD: Stephen Elovirta reported that he was unable to attend the LCD meetings and has not received the minutes from the meeting. The meeting was held to sign & ratify the contract with Winsted.

Jim Shanley inquired about a new tower in Hartland, and Stephen Elovirta reported that it is still in the works.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Norman Bird, Jamie Lagassie and 3 chiefs) President Richard Winn stated that he printed out the Capital Plan and the board will review it and discuss it later on in the meeting.

Firefighter Award: President Richard Winn reported there is a substantial reserve because there were several forfeitures and that the district didn't pay into the account. The fees will come out of the account. There are a couple of people who will receive paperwork who are retired, but met the criteria, so they will be able to cash out.

Stephen Elovirta inquired about pay per call and asked where he could get the report on member participation. Norman Bird reported that the participation summary and LOSAP report did not match when Larry ran them and they should be matching. The requirements are to attend 6 or more calls and 6 or more drills. It was brought to the attention of the board, this is

not possible with some peoples' work schedules/commitments. Richard Winn mentioned that they should consider bringing back daytime training and or attend other types of training classes at the fire school.

Health and Safety: (John Andryzeck and Marie Gillen) John Andryzeck had nothing to report but mentioned that there were a couple of pending physicals. The concern of going over budget was brought to the board members attention, but there was a consensus that it was a good thing to go over in.

Policy: Nothing to report.

Unfinished Business:

1. **Sale of Pumpers:** Norman Bird reported that he conversed with Parker Brown who made an offer on the Riverton's Engine for \$4,500 and Norman countered it for \$5,000 and Parker Brown accepted the counter offer. It is going to be put on a flatbed to Washington and then will be placed on a barge to Coopers Landing, Alaska. There was a motion made to go through with the deal and sell Riverton's Engine to Cooper's Landing. It was made by Jamie Lagassie and seconded by Karl Jacobs. Motion carried.

Also, Cooper's Landing fire department has been looking for equipment donations. Marq reported on which items each respective department had that were surplus and could be donated. The list went to the three Chiefs and following their approval the list was presented to the district. There was a motion to donate approved equipment to Cooper's Landing by sending it on the flatbed with Riverton's Engine 4. The motion was made by Karl Jacobs and seconded by John Andryzeck.

Norman Bird stated that he had a couple of conversations with Will Sweeny. He provided him with a final chance to make an offer, one was never made. He is going to relist it on the website for sale at \$7,500 and include the word negotiable. Karl Jacobs inquired whether once Riverton's engine is on the flatbed, whether Pleasant Valley's engine could take its place at the Fire School. Richard Winn reported that he would have to check with the school.

2. **Service Vehicle Replacement:** Stephen Elovirta hasn't received any updates/additional information from them.

New Business:

1. **FDIC:** Jim Shanley reported that he had one member interested in going and Stephen Elovirta reported that he did not ask his membership because he has intentions on attending one that will be held in Harrisburg. The FDIC dates are April 20th to the 25th. Larry Gillen was not

at the meeting to report on Riverton's interest, hotel rooms, or members who will be attending.

Norman Bird reported that the town has purchased a rolling tool bench and a vacuum for under \$800 and the district will use the remaining paving project to reimburse the town crew for these items as a thank you.

Karl Jacobs made a motion to add Alarm System, Regional Radio Grant, & Capital (SCBA cylinders), & Generator Transfer Switches to the agenda. It was seconded by Jamie Lagassie. Motion carried.

2. Alarm Systems: Richard Winn stated that he had downloaded the proposal. A concern was that the district would not be able to update all three fire departments because Riverton will need better cell phone coverage before they will be able to update the system. However, Barkhamsted East and Pleasant Valley wouldn't be a concern. He reported that he is going to make a couple of phone calls, but the systems seem to be working as they are. If updated, they would get a dual path fire alarm. It taps into the internet, provides text messages, more alerts, and the backup would be cellular. The phone lines were discussed, and the departments are considering doing away with them. The bills were looked at and the prices were discussed. While looking at bills the district noticed that they were being charged for Broadband and since they are getting internet through Nutmeg, the district can cancel the Broadband. Richard Winn is going to talk to Gabe about the alarm systems and report back to the district on his findings.

3. Regional Radio Grant: Richard Winn stated that he received a phone call from DEMHS and the lawyer came up with a contract between the district and the state. He thought that this was connected to the regional radio grant. However, it was not but since the contract was already written the board decided they should move forward with it. There was a motion to empower Richard Winn to sign the memorandum of understanding (MoU) with the Department of Emergency Services & Public Protection to join the radio system. The motion was made by Karl Jacobs and seconded by Jamie Lagassie. Motion carried.

Norman Bird discussed details and provided updates on the radio grant. If we were to get the grant, they would allow the department to gain access to high band on the state system. It would improve communication for the fire police and water supply. He explained that Pleasant Valley is acting as the host for New Hartford and Barkhamsted and then Norfolk is acting as a host for Winsted ambulance. They are collaborating with AJ and working on the language & statistics. The grant requires a 5% match and has not opened yet. Norman Bird made a motion to pay \$600 for the consultant writing the grant, which is \$200 per department, and the money will come from New Communications. It was seconded by Jamie Lagassie. Motion carried.

4. **Capital:** The board reviewed the capital plan and there are items which are allocated for this year that the district has not yet purchased. Additionally, the SCBA's are not in the capital plan yet, so it was discussed which items could be put off until later. Richard Winn reported that a town meeting would have to be held to allocate money out of the capital reserve for SCBA's. Jim Shanley mentioned that the district should investigate the difference in price of the 15-year versus 30-year bottles. The objective is to figure out how many more SCBA cylinders the district needs to purchase and determine whether it would be possible to split it over several years, to prevent future large expenses. Karl Jacobs suggested we should look at statistics for the last five structure fires to get an accurate measure of each departments needs. Richard Winn stated he would talk to Marq about the SCBA cylinders.

Jim Shanley reported that the Pleasant Valley committee is still researching the boat and should have a proposal by the annual meeting. They are currently doing more research and determining the mission for the boat.

5. **Generator Transfer Switches:** Pete began looking at prices for transfer switches, and they are not worth as much as the district had hoped. Winchester might be interested in one of the transfer switches, but Pete has permission to list them on eBay, the district will start high and work down as necessary. There was motion to empower Jamie Lagassie to oversee the pricing and sale of the generator transfer switches. It was made by Norman Bird and seconded by Karl Jacobs.

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 8:56 (20:56).

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, and Jim Shanley

District Clerk: Amanda O'Toole (arrived late)

Guests: Marie Gillen

Absent: Larry Gillen

Next Meeting:

February 12th, 2020 @ Barkhamsted East 19:30 (7:30pm)

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.