



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

Meeting Date: June 10th, 2020

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

Minutes: May 13th, 2020 board minutes were distributed before the meeting. President Richard Winn asked for approval of the May 13th, 2020 minutes. Motion made by John Andryzeck to accept the May 13th, 2020 minutes seconded by Norman Bird. Motion carried.

Treasurer's Report:

The treasurer's report was emailed, on June 8th, prior to meeting for review and there was no discussion. John Andryzeck 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
\$20,529.96	Litchfield County Dispatch	Miscellaneous

Norman Bird submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$34.90	Fire Equipment Headquarters	Equipment Maintenance
\$95.22	Reimbursement to Norman Bird for 1-year Zoom	OSHA Compliance
\$49.91	Home Depot (District CC)	OSHA Compliance

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

Pleasant Valley		
Amount	Payee	Account Name
\$72.72	True Value of Winchester (SCBA batts)	Equipment Maintenance
\$147.77	Amazon (District CC)	Communication Equipment Maintenance
\$20.04	Verizon	Telephone
\$1,150.00	Litchfield County Fire School (FF1 – Lagassie)	Fire School
\$57.95	Shipman’s Fire Equipment (air bag fitting)	New Equipment
\$300.00	Emergency Reporting (Rover)	Computers
\$90.00	True Value of Winchester (lightbulbs)	Building Maintenance
\$23.06	USA Waste	Building Maintenance
\$49.91	Home Depot (District CC) (storage bins)	OSHA Compliance - COVID
\$285.00	Fire Equipment Headquarters (3 thermometers)	OSHA Compliance - COVID

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

Barkhamsted East		
Amount	Payee	Account Name
\$77.72	Charter Communication	Telephone
\$190.44	Paines Recycling & Rubbish Removal	Building Maintenance
\$252.00	Fire Equipment HQ	Equipment Maintenance
\$1,150.00	Litchfield County Regional Fire School	Fire School

Karl Jacobs made a motion to pay the bills as presented and it was seconded by John Andryzeck. 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	5	1	19	4	10

Riverton Chief Gillen reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
10	4	4	18	1	5

Barkhamsted East Chief Elovirta reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
7	9	3	19	2	8

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
30	18	8	56	7

Fire Marshal's Report: The report will be sent out once Richard Winn receives one.

Daytime Driver's Report: Richard Winn reported that it was emailed out prior to the meeting.

LCD: Stephen Elovirta emailed out a report about the LCD meeting but did not have the minutes from the meeting yet. Norman Bird mentioned the email about the antenna because LCD acknowledged a spot on 219 where command 3 did not work. Stephen Elovirta plans to talk to them and see if they can improve the command channel in that area. Jim Shanley mentioned that the antenna is current maxed out, so we either have to get rid of one such as dropping region five radio or upgrade to a new antenna and replace the tower. President Richard Winn suggested that the three chiefs get together to come up with a plan and determine the cost.

Committee Reports:

Capital: None, but they will try to have a capital committee meeting as soon as it can be held in person.

Firefighter Award: Richard Winn had an annual meeting with Michelle and reported that we are doing fairly well. We have stocks and bonds that tend to balance each other out during these types of events. We are getting back up to where we were for the investments. Richard Winn noted that there are some large payouts coming up. He noted that the participants have to decide whether they want it in a five year period or one year, but it must be brought up to the board if they would like the five year option.

Health and Safety: (John Andryzeck and Marie Gillen) Norman Bird is reevaluating COVID procedures and precautions that we are taking. The proposal is to see if we could buy wall mounted hand sanitizer stations through the town and they are not available. The company is Suburban, and Norman Bird would like each station to get 2, 1-gallon jugs of hand sanitizer with a pump on top and 5, 17 oz pump bottles and 5 tubs of handwipes. It would be \$640 without any shipping. Richard Winn suggested we get hand sanitizer from the state and then buy spray bottles to put them in. He also suggested setting up an SCBA tank with hydrogen peroxide mixture, so you would be able to spray down all the surfaces. The 15 tubs of wipes would total \$255, plus shipping fees and then 50 dollars for spray bottles. Richard Winn suggested we look at the number for COVID costs to decide whether we file with FEMA. Amy O'Toole said that you have to apply with FEMA before bringing it to the state.

Norman Bird mentioned that they started in person drills, but we cannot relax our standards in the firehouse or fire apparatus, so everyone should be still wearing masks and taking proper precautions. Jim Shanley mentioned the state is still giving out masks and hand sanitizer and we haven't ordered any in a month and his position was we shouldn't be taking away from the other towns. Amy O'Toole, said that we should be stock piling masks and Norman Bird agreed, so we wouldn't have to catch up in the fall. Jim Shanley would try 5,000 masks for the district and three cases of hand sanitizer.

COVID testing was very efficient, well organized and there was positive feedback about the testing that occurred in the parking lot of the elementary school.

Policy: None.

Unfinished Business:

1. **Service Vehicle Replacement:** Stephen Elovirta mentioned that he has not heard from them, but they were trying to get it built in June, so hopefully we should hear by the end of the month. Stephen Elovirta stated that he would email them this month to find out where they are at in the process. Richard Winn stated that you have to be a certified agency to post a sale on the public surplus website, so he will do more research on that so we can get rid of Marq's truck soon after we get the replacement. President Richard Winn stated that he received something from VFIS and we will be receiving a \$324 refund for deleting Pleasant Valley's truck off of the policy and Amy O'Toole stated that we received \$500 for Riverton's engine.

3. **Grants:** Norman Bird and Jim Shanley that they have not heard anything about the radio grant. Jim Shanley noted that the forestry grant application period is open.

4. **Capital Projects & SCBA Cylinders:** Jim Shanley clarified about spending money on capital expenses. The departments should be spending money in this year's budget before July 1st, but the goal is to hold off on other big expenses after July 1st, for a couple of months until we can be sure that there is tax money coming in that will cover these expenses. Also, Richard Winn stated that he ordered the SCBA cylinders from Shipman's Fire Equipment.

New Business: None

A motion was made by Norman Bird to adjourn the meeting and it was seconded by Karl Jacobs. Motion carried. President Richard Winn adjourned the meeting at 8:15 (20:15).

Attendance

President: Richard Winn

Vice President: Richard Ransom

Treasurer: Amy O'Toole

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

Chiefs: Stephen Elovirta and Jim Shanley

District Clerk:

Absent: Larry Gillen, Jamie Lagassie, and Amanda O'Toole

Next Meeting:

July 8th, 2020 to be held at the Riverton Fire House at 19:30

** If possible, at Riverton Fire House and if not, it will be held on Zoom 19:30. (7:30pm) **

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.