



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

Meeting Date: October 13th, 2021

Meeting was called to order by President Richard Winn at 19:31 (7:31) hours.

Review of insurance policies with VFIS

Jeff Rudzavice, VFIS handed out an Insurance Summary of Coverage noting the three departments are covered along with Riverton's Ladies Auxiliary. He noted that our properties are listed and are insured at Guaranteed Replacement Cost for the buildings and anything bolted to them and the contents are all insured at \$79,753. He noted that we have a Crime policy for \$10,000/employee and the Treasurer is \$100,000. He noted that Portable Equipment is insured at guaranteed replacement cost with a \$500 deductible. All the covered vehicles are listed on the handout and we have \$1,000,000 automobile, general liability and management liability coverage and a \$3,000,000 Umbrella policy. He then discussed our Accident and Sickness policy benefits. Jamie Lagassie arrived at 7:39.

Minutes: September 8th, 2021 board minutes were distributed before the meeting. President Richard Winn asked for approval of the minutes. No discussion.

Motion made by Karl Jacobs to accept September 8th, 2021 minutes seconded by Jamie Lagassie. Motion carried.

Treasurer's Report:

The treasurer's report was emailed prior to meeting for review. No discussion. Karl Jacobs made a motion to approve the treasurer's reports seconded by Larry Gillen. Motion carried.

Payment of Bills

Bills submitted for District:

District		
Amount	Payee	Account Name
914.00	Connecticut Occupational Medicine Partners, LLC	Occupational Health and Safety

*Assistant Chief Freeman McCaw Jr submitted bills for **Riverton**:*

Riverton		
Amount	Payee	Account Name
16.80	Goulet Printery	OSHA Compliance
227.45	First Due Services LLC	OSHA Compliance
65.50	First Due Services LLC	OSHA Compliance
490.50	First Due Services LLC	OSHA Compliance
234.00	Fire Equipment Headquarters	New Equipment
300.00	Norcom	Communications Maintenance
42.49	Amazon	New Equipment
120.00	Hill Signs	Equipment Maintenance
30.09	Levine	Equipment Maintenance
203.25	Fire Equipment Headquarters	Equipment Maintenance
125.00	Fire Control Services	Equipment Maintenance
10.80	True Value (Riv Acct)	Equipment Maintenance
4.76	True Value (BFD Acct)	Equipment Maintenance
1,060.00	First Due Services LLC	Equipment Maintenance
10.02	Verizon (IPad)	Telephone
17.82	Reimb M Johnson - Stop & Shop Personal Credit Card	Building Maintenance

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

Pleasant Valley		
Amount	Payee	Account Name
164.99	Staples - VISA	Equipment Maintenance
32.46	O'Reilly Auto Parts	Equipment Maintenance
11.88	Reimb M Johnson - Stop & Shop Personal Credit Card	New Equipment
48.00	Fire Equipment Headquarter	OSHA Compliance
23.06	USA Waste	Building Maintenance
37.30	Verizon (Includes FM Phone)	Telephone

Pleasant Valley		
300.00	Russ's Septic Service	Building Maintenance
47.46	True Value of Winchester	Equipment Maintenance
850.00	First Due Services LLC-Pump Testing	OSHA Compliance
500.00	First Due Services LLC	Equipment Maintenance
6,015.92	First Due Services LLC	Equipment Maintenance
2,515.30	First Due Services LLC	Equipment Maintenance
2,486.00	First Due Services LLC	Equipment Maintenance
209.00	Overhead Door	Building Maintenance

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

Barkhamsted East		
Amount	Payee	Account Name
58.47	Tractor Supply - VISA	New Equipment
14.38	O'Reilly Auto Parts	Miscellaneous
18.20	Larsen Ace Hardware	Miscellaneous
83.65	Charter Communication	Telephone
615.01	Automatic Laundry	Equipment Maintenance
14,094.46	First Due Services, LLC	Equipment Maintenance
105.00	Norcom	Comm Equip Maintenance
3,785.12	Zeller Tire – T2	Equipment Maintenance
454.00	Overhead Door	Building Maintenance
\$800 Check from Northern Woods Tree Removal for purchase of old tires		

Dick Ransom made a motion to pay all the bills seconded by Ralph Scarpino. Motion carried.

Richard Winn noted that he was concerned with the amount of money being spent and he informed the Chiefs that they can't overspend their overall budgets because the District may not be able to cover the overage.

Correspondence:

None.

Chief's Report:

Pleasant Valley <i>Chief Shanley reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
10	2	0	12	2	18

Riverton <i>Assistant Chief McCaw reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
11	5	5	21	2	12

Barkhamsted East <i>Chief Elovirta reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
8	8	2	18	0	8

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
29	15	7	51	4

Fire Marshal's Report:

Jamie Lagassie noted that he was extremely busy and would like an additional 5 hours of pay. He went to Barkhamsted School, Regional, Rock Tree Apartments and Old North Road Group Home. If we get an activated alarm he would like someone to call the fire marshall. Jamie noted that we should be documenting our public education for ISO. Rich Winn wants to attend the IAAI Conference.

Daytime Driver's Report:

Report emailed.

LCD: Stephen Elovirta reported that LCD did not meet.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Norman Bird, Jamie Lagassie and 3 chiefs) No meeting will meet after the first of the year.

Firefighter Award: LOSAP position points were discussed. Firehouse has positions of Chief, Assistant Chief, President, Vice President, Captain & Lieutenant. Jamie noted that we should check the LOSAP policy and possibly revamp. Rich Winn to get scanned numbers out to everyone. Stacking points was discussed and determined that there should be a cap in each category.

Health and Safety: (John Andryzeck and Marie Gillen).
Marie Gillen distributed updated physical report.

Policy: (Rich Winn, Ralph Scarpino, Freeman McCaw Jr and Charles McCaw III)

Personnel: Jamie Lagassie distributed copies of the Full Time Fire Fighter Open Competitive Examination announcement which includes the job description. They met a few weeks ago and went through job duties & hours available.

Unfinished Business:

1. Grants: A regional grant for radios was not received. Jim Shanley noted that we didn't receive any feedback but that not a lot of big grants were awarded. We would cut out Nepaug and reapply next round.
2. Amy O'Toole asked what we are going to do with the VESO life insurance program. The Board felt that we may not need to do anything other than the VFIS Accident and Sickness policy that we already provide. Karl Jacobs asked about putting funds away in a bank account instead of paying \$5,000/year in premium when we no longer are getting the AD&D portion just \$5,000 Life Insurance. Can it be added to LOSAP Program? Rich Winn to look into.
3. Snow plow bids. Schmidt Property Maintenance \$2,500 for each station, Collinsville \$5,575 BE, \$4,575 for both Riverton and Pleasant Valley.

A motion was made by Jamie Lagassie to accept Schmidt's proposal seconded by Karl Jacobs. Motion carried.

4. Website- Jim Shanley has updated the website using word press with current website program. He offered to train department leaders on website. He noted that we have email addresses with our website. Contact him if you need or want other than (President, Chiefs and Fire Marshall)

New Business:

1. Klebe Fuel proposal had variable pricing, fixed pricing or a cap.
A motion was made by Jamie Lagassie to select fixed pricing seconded by Karl Jacobs. Motion carried.
2. Hose (small diameter) and Ladder testing need to get in Emergency Reporting. Jim Shanley noted that Marq doesn't know what to do. Either Rich Winn or Jim Shanley will sit down and put it in ER.
3. Amy O'Toole noted that she needs a new district printer in order to print checks/paychecks and run reports. Jim Shanley thought we should research repair of our current printer due to cost on Amazon of \$800-\$900 for a new one. Rich Winn will go to Staples and get a printer and get it installed so paychecks can be printed.
4. ISO Committee should be formed
5. Pleasant Valley First Responders-Jim Shanley noted it was tried several years ago but met with resistance from New Hartford Ambulance. There is now new leadership and Jim would like to get this program started. Number of calls would have an insurance impact if they increase significantly. Jim noted that it would only supplement New Hartford Ambulance in Pleasant Valley response area with single tone. It will be for supplemental manpower and designated equipment (Rescue and Utility) Jim will need proof of insurance. He feels it will improve relationships and help defray recert and training costs.
6. Freeman McCaw Jr noted items from Riverton not already covered were that Riverton took chemicals to the dump. The Board gave them a round of applause.

A motion was made by Jamie Lagassie to adjourn seconded by John Andryzeck. Motion carried. President Richard Winn adjourned the meeting at 21:51 (9:51pm) hours.

Attendance

President: Richard Winn

Vice President: D. Richard Ransom

Directors: John Andryzeck, Larry Gillen, Jamie Lagassie (7:39), Karl Jacobs, Ralph Scarpino

Clerk: Amanda O'Toole

Chiefs: Stephen Elovirta; Jim Shanley, Assistant Chief Freeman McCaw Jr

Guests: Marie Gillen & Jeff Rudzavice, VFIS

Treasurer: Amy O'Toole

Absent: Chief Norman Bird

Next Meeting:

November 10th, 2021 @ Barkhamsted East 19:30 (7:30pm)

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.