



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

Meeting Date: May 11th, 2022

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

Minutes: April 13th, 2022, 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 April 13th, 2022, minutes and it was seconded by John Andryzeck. Motion carried.

Treasurer's Report:

The treasurer's report was emailed prior to meeting for review. No discussion. Dick Ransom made a motion to approve the treasurer's reports seconded by Jamie Lagassie. Motion carried.

Payment of Bills

Bills submitted for District:

District		
Amount	Payee	Account Name
\$2,195.00	Penflex	Firefighter Award

Chief Norman Bird submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$303.00	ESO (Rover Subscription – RVFC)	Computers
\$303.00	ESO (Rover Subscription – Rope Team)	Computers
\$78.36	Lift Support Depot. Com (Paid FF- Credit Card)	Equipment Maintenance
\$219.00	Fire Equipment Headquarters	Equipment Maintenance
\$10.02	Verizon	Telephone
\$380.00	Norcom	Communication Equipment Maintenance

\$116.00	Current Boating Education (shared with PVFD)	Fire School
\$20.89	True Value	Building Maintenance
\$121.31	Sophia's Pizza (Paid FF- Credit Card)	Miscellaneous
\$6.49	O'Reilly (Paid FF-Credit Card)	Miscellaneous

*Assistant Chief Shawn Wainman submitted Bills for **Pleasant Valley**:*

Pleasant Valley		
Amount	Payee	Account Name
\$14.88	HL Supply (Credit Card) Saw Parts	Equipment Maintenance
\$2,598.63	First Due Services	Equipment Maintenance
\$39.53	True Value of Winchesters	Building Maintenance
\$23.06	USA Waste	Building Maintenance
\$71.02	Verizon (includes FM phone)	Telephone
\$59.42	New Hartford Mart (gasoline)	Gas / Diesel
\$402.00	Fire Equipment Headquarters (meter repair)	Equipment Maintenance
\$254.00	Overhead Door	Building Maintenance
\$406.00	Current Boating Education	Fire School
\$532.00	Air Cleaning Specialists	OSHA Compliance
\$475.00	Tower Generator	Equipment Maintenance
\$29.98	O'Reilly First Call	Equipment Maintenance
\$165.00	Litchfield County Regional Fire School - Pump Operator Non Cert	Fire School

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

Barkhamsted East		
Amount	Payee	Account Name
\$598.00	Carlson Heating (District CC)	Heat

\$ 165.00	Litchfield County Regional Fire School	Fire School
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Karl Jacobs made a motion to pay the bills seconded by John Andryzeck. Motion carried.

Correspondence:

- Richard Winn received the inspection reports from Berkshire Alarm and he is going to share them with the three Chiefs
- Jamie Lagassie mentioned there was an incident with a chief that isn't in attendance of the meeting and therefore, he is going to bring it up again next month.

Chief's Report:

Pleasant Valley Assistant Chief Wainman reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
13	6	0	19	3	14

Riverton Chief Bird reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
12	6	6	24	3	8

Barkhamsted East Chief Elovirta reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
7	9	3	19	0	4

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
32	21	9	62	6

LCD: Stephen Elovirta emailed out a report.

Daytime Driver's Report: Richard Winn has received the report and it will be forwarded by Richard Winn after the meeting.

Fire Marshal's Report: Jamie Lagassie noted that he did inspections on the self-storage, senior center, continues to work with the church and will follow up with the movie theater.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Norman Bird, Jamie Lagassie and 3 chiefs)
The capital committee did not meet but needs to meet in the near future.

Firefighter Award: Richard Winn has reported that the three Chiefs have received reports for all of their members. He also notes that he received the executive summaries for Penflex. Richard Winn will be meeting with Michelle about their investments on the 24th of May.

Health and Safety: (John Andryzeck and Marie Gillen) Nothing to report.

Policy: (Richard Winn, Ralph Scarpino, Freeman McCaw Jr and Charles McCaw III) – None, but needs to get together.

Personnel: Needs to meet to complete a review for Kevin Archer, the paid firefighter.

1. **Grants:** Norman Bird reported he had not heard back on the radio grant. There was a congressional letter of support sent to FEMA.
2. **The District Patch:** Stephen Elovirta reported that the patch has been sent to Security Uniform.
3. **Discussion of FY 2022-23 Budget:** Richard Winn stated that the state is working on exempting motor vehicle taxes. The town can get reimbursement from the state and all the fire districts can charge is 0.97 towards the mill rate. Therefore, Richard Winn reconfigured the numbers for the budget and the remaining mill rate will be 1.96 to bring it into balance. There was a motion to present the new budget as presented. The motion was made by Dick Ransom and seconded by Jamie Lagassie. Motion carried.

Richard Winn mentioned the board members need to get any additional items for the agenda before Sunday, so he is able to add it to the agenda for the upcoming meeting.

4. **Training:** Norman Bird mentioned the Jeff has a program for VFIS that would meet our needs at a low cost if any cost at all.

New Business:

- 1. Suspense List:** Terri Collins presented the suspense list. She mentioned that there are three real estate accounts and motor vehicle taxes of deceased people for a total of \$105.65. The motion to approve the suspense list as presented was made by Jamie Lagassie and seconded by Dick Ransom. Motion carried.
- 2. Audit:** There was a motion to appoint King King & Associates to do the audit for this year. The motion was made by John Andryzeck and seconded by Ralph Scarpino. Motion carried. The approval of the fiscal year 2021 audit will be tabled until next month's meeting. The motion was made by Jamie Lagassie and seconded by Dick Ransom. Motion carried.

There was a motion to suspend the board meeting temporarily until after the annual meeting at 7:52. The motion was made by Karl Jacobs and seconded by Jamie Lagassie. Motion carried.

The Board meeting reconvened at 8:18 pm.

New Business Continued:

A motion was made to add Fire Pump and Specs to the agenda. Motion was made by Karl Jacobs and seconded by Dick Ransom. Motion carried.

- 1. Fire Pump** – For the pumphouse it is going to require a general contractor and four sub-contractors. Jamie Lagassie made a motion to wave the bid process and go with the proposal and it was seconded by John Andryzeck. Motion carried.
- 2. Specs** – John Andryzeck mentioned that they want a Dodge Chassy. Chief Stephen Elovirta will wait a week while the board reviews the specs. He is going to put it out to bid after a week. Then they will bring recommendations to the board at the July meeting.

A motion was made by Karl Jacobs to adjourn seconded by Jamie Lagassie. Motion carried. President Richard Winn adjourned the meeting at 20:23 (8:23) hours.

Attendance

President: Richard Winn

Vice President: D. Richard Ransom

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

Chiefs: Stephen Elovirta (virtual), Shawn Wainman, and Norman Bird

Treasurer: Amy O'Toole

Clerk: Amanda O'Toole

Paid Firefighter: Kevin Archer

Guests: Terri Collins, Sean O'Toole, Keith Archer

Absent: Larry Gillen, Jim Shanley

Next Meeting:

June 8th, 2022 @ Pleasant Valley Fire House 19:30 (7:30pm)

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.

2022