



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

Meeting Date: June 8th, 2022

Meeting was called to order by President Richard Winn at 19:33 (7:33) hours.

Minutes: May 11th, 2022, board minutes and the annual meeting minutes were distributed before the meeting. President Richard Winn asked for approval of both sets of minutes. No discussion. Motion made by Dick Ransom to accept May 11th, 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. Karl Jacobs made a motion to approve the treasurer's reports seconded by John Andryzeck. Motion carried.

Payment of Bills

Bills submitted for District:

District		
Amount	Payee	Account Name
\$21,352.50	LCD	Dispatching
\$50.00	CT Occupational Health	Occupational Health & Safety

Chief Norman Bird submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$159.42	Zoom (District CC)	Occupational Health & Safety
\$89.25	Zoll AED (Paid FF CC)	OSHA Compliance
\$93.60	Norman for Mileage to pick up 9 AED's	New Equipment
\$19.75	True Value	Equipment Maintenance

\$303.00	Klebe Fuel (Annual Service Water Heater)	Heat
\$323.00	Klebe Fuel (Annual Service Boiler)	Heat
\$10.02	Verizon	Telephone

Chief Jim Shanley submitted Bills for Pleasant Valley:

Pleasant Valley		
Amount	Payee	Account Name
\$69.27	True Value of Winchester	Equipment Maintenance
\$23.06	USA Waste	Building Maintenance
\$61.04	Verizon (includes FM Phone)	Telephone
\$38.93	Tractor Supply (CC)	Gas/Diesel
\$701.00	Klebe Fuel	Heat
\$59.96	O'Reilly (DEF)	Gas/Diesel
\$10.38	Stop & Shop (water) (CC)	New Equipment
\$475.00	Tower Generator	Equipment Maintenance

Chief Stephen Elovirta submitted Bills for Barkhamsted East:

Barkhamsted East		
Amount	Payee	Account Name
\$475.00	Tower Generator	Equipment Maintenance
\$ 50.00	FAA Training (District CC)	Fire School
\$42.80	Truck Spec Mailing (District CC)	New Equipment
\$102.78	WestPort ATV/UTV (District CC)	Fire School
\$64.70	Larsons Ace Hardware	Equipment Maintenance

Karl Jacobs made a motion to pay the bills seconded by John Andryzeck. Motion carried.

Correspondence:

- Richard Winn mentioned that they received a complaint from Winsted and it is related to personnel matter, therefore he has forwarded to the President of the department. The department needs to keep Richard Winn informed when they reply to Winsted.

Chief's Report:

Pleasant Valley <i>Chief Jim Shanley reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
13	5	0	18	2	8

(New Business) Addendum to the Chief's Report: Jim Shanley reported that Pleasant Valley began partnering with New Hartford Ambulance in February and they have assisted on 9 calls. During a meeting with Region 5, they will be hosting an EMR class for \$700 and the exam for \$150 per person, totaling \$850 and the department has 4-6 people who are interested in pursuing this course. They mentioned that they will be checking for a grant source to cover this cost, however the New Hartford ambulance service will not cover the cost of the course. New Hartford Ambulance will provide continuing education and training costs. Individuals or the fire department will be responsible for classes such as the initial EMR course or the recertification costs.

Riverton <i>Chief Bird reported:</i>					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
12	6	6	24	3	7

Barkhamsted East <i>Chief Elovirta reported:</i>					
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	20	9	61	5

LCD: Stephen Elovirta reported that they did not meet last month.

Daytime Driver's Report: The reported was emailed out and included the fuel dispensed and Riverton had a lot of fuel dispensed in the report. Jamie Lagassie requested that the fuel dispensed be tracked with Emergency reporting in attempt to switch from paper to technology logs, so everyone can access the same information.

Fire Marshal's Report: None.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Norman Bird, Jamie Lagassie and 3 chiefs)

The capital committee will reconvene after the summer is over. Richard Winn mentioned that the Motor Vehicle Tax wasn't included in the bottom line, so district will get reimbursement for the motor vehicle tax according to OPM. Therefore, the district maybe able to pay cash for the vehicle rather than do a lease purchase.

Kevin Archer arrived at 7:46 pm.

Firefighter Award: Richard Winn reported he met with Michelle for their annual meeting. It was determined that the district was still in decent shape.

Health and Safety: (John Andryzeck and Marie Gillen) None.

Policy: (Richard Winn, Freeman McCaw Jr and Charles McCaw III) – There is vacancy on this committee if anyone is interested. Stephen Elovirta reported that him and Andy Moates will work on developing an ATV and Trailer policy for the district.

Personnel: Needs to look into a retirement IRA for Kevin, Richard Winn will meet with Michelle to look into retirement options for Kevin.

1. **Grants** – None.
2. **The District Patch:** Stephen Elovirta reported he has received a printout of the patch and will investigate the costs to update the uniform coats for the district.
3. **Audit:** LOSAP is missing from quick books. There was a motion to approve the 2020-2021 audit from King King & Associates. The motion was made by Karl Jacobs, and it was seconded by John Andryzeck. Motion carried.

New Business:

Jamie Lagassie arrived at 8:10 pm.

1. **LCD Contract:** Stephen Elovirta reported that they are using reserves to catch up bigger towns for their fire/police/ and ems services. There was a motion to renew the LCD Contract. It was made by Karl Jacobs and seconded by Jamie Lagassie. Motion carried.

- 2. Agreement with Winsted:** There was a motion to authorize Richard Winn, Jamie Lagassie and the Winsted Town Manager to work on an agreement with Winchester for \$800 + employment costs so Jamie Lagassie can be the Fire Marshall for Barkhamsted. The motion was made by John Andryzeck and seconded by Dick Ransom. Jamie Lagassie abstained.

A motion was made by Jamie Lagassie to adjourn seconded by Karl Jacobs. Motion carried. President Richard Winn adjourned the meeting at 20:35 (8:35) hours.

Attendance

President: Richard Winn

Vice President: D. Richard Ransom

Directors: John Andryzeck, Jamie Lagassie (late), and Karl Jacobs

Chiefs: Stephen Elovirta, Jim Shanley, and Norman Bird (virtual)

Treasurer: Amy O'Toole

Clerk: Amanda O'Toole

Paid Firefighter: Kevin Archer

Guests: Keith Archer & Freeman McCraw Jr

Absent: Ralph Scarpino

Next Meeting:

July 13th, 2022 @ Riverton Fire House 19:30 (7:30pm)

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.