



**Barkhamsted Fire District
Board of Directors
Monthly Business Meeting Minutes**

Meeting Date: May 10th, 2023

Meeting was called to order by Vice President Dick Ransom at 19:30 (7:30) hours.

Minutes: April 12th, 2023 board minutes were distributed before the meeting. Vice President Dick Ransom asked for approval of the minutes. Motion made by Karl Jacobs to accept April 12th, 2023 minutes and it was seconded by Larry Gillen. Motion carried.

Treasurer's Report:

The treasurer's report was emailed prior to meeting for review. Vice President Dick Ransom asked for approval of the treasurer's report. Jamie Lagassie made a motion to approve the treasurer's report and it was seconded by Larry Gillen. Motion carried.

Payment of Bills

Bills submitted for District:

District		
Amount	Payee	Account Name
\$74.45	Reimbursement to Jamie Lagassie (Fire Marshall Book)	Fire Marshall

Assistant Chief JR submitted bills for Riverton:

Riverton		
Amount	Payee	Account Name
\$3,317.29	Firematic Supply Co.	New Equipment
\$19.94	True Value	Equipment Maintenance

\$10.02	Verizon	Telephone
---------	---------	-----------

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

Pleasant Valley		
Amount	Payee	Account Name
\$61.01	Verizon	Telephone
\$999.95	First Due Services (R3 Brakes)	Equipment Maintenance
\$33.76	True Value of Winchester	Building Maintenance
\$25.37	USA Waste	Building Maintenance

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

Barkhamsted East		
Amount	Payee	Account Name
\$114.00	USPS Po Box 152 (CC)	Communication

Karl Jacobs made a motion to pay the bills as presented. It was seconded by Jamie Lagassie. Larry Gillen abstained. Motion carried.

Correspondence: None.

Chief's Report:

Pleasant Valley Assistant Chief Wainman reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
13	2	0	15	2	21

Riverton					
Assistant Chief JR reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
9	7	5	21	2	11

Barkhamsted East					
Chief Elovirta reported:					
Interior Firefighters	Exterior Firefighters:	Fire Police:	Total:	Juniors:	Responded to number of Calls:
9	8	3	20	0	10

Barkhamsted Fire District Total				
Interior Firefighters:	Exterior Firefighters:	Fire Police:	Total:	Juniors:
31	17	8	56	4

LCD: Stephen Elovirta reported that LCD did not meet.

Daytime Driver's Report: Report was emailed out prior to the meeting. Jamie Lagassie reported that the smoke detector program has been a success. He stated that Kevin is going above and beyond the call of duty. At a house with a medical call, Kevin recognized that there was no oil in their tank, so he went to the Town Hall to see if they could give them any assistance. Within 2 hours after the call, someone put \$250 worth of oil in their tank and he was able to get a gift card for the family.

Fire Marshal's Report: Jamie Lagassie reported that he visited the senior center, Pleasant Valley General Store, researched some fire codes for the Fair and took the advanced fire investigator course.

Committee Reports:

Capital: (John Andryzeck, Rich Winn, Jamie Lagassie and 3 chiefs) - None.

Firefighter Award: Amy O'Toole stated that the paperwork has been distributed to the Chiefs.

Health and Safety: (John Andryzeck and Marie Gillen) - John Andryzeck stated that all is going well and he hasn't heard anything from anyone.

Policy: (Rich Winn, Freeman McCaw Jr and Charles McCaw III) - None.

Personnel: None.

Unfinished Business:

1. **Grants-** Shawn Wainman reported that The radio grant is proceeding and the radios are to be received in June.
2. **Discussion on the 2023- 2024 Budget-** No changes necessary.
3. **Utility 4 & Pleasant Valley Apparatus-** Shawn Wainman reported they have two departments coming back with offers and are waiting to hear back on what they say. Kevin Archer reported that the Utility 4's hood is being fixed this week.
4. **On Boarding of New Members** - None.
5. **Accounting Manual-** Amy O'Toole sent it out and noted that there are changes on every page. She needs everyone to read through the changes and she put all the changes in blue.

New Business:

1. **Suspense List** - Terri Collins presented the suspense list to the district. The suspense list total was \$413.31 and she mentioned it is from 3 real estate parcels, a few deceased individuals and a couple of people that she won't be able to collect from.

There was a motion to approve the suspense list. It was made by Jamie Lagassie and seconded by Larry Gillen. Motion carried.

Motion to add the appointment of the auditors and acceptance of the audit to the agenda. The motion was made by Jamie Lagassie and seconded by Karl Jacobs. Motion carried.

2. **Appoint the Auditors** - There was a motion to appoint King & King Associates as the auditors for the fire district. It was made by Jamie Lagassie and seconded by Larry Gillen. Motion carried.
3. **Accept the Audit** - There was a motion to accept the 2021-2022 audit as presented. It was made by Larry Gillen and seconded by Karl Jacobs. Motion carried.

Jamie Lagassie made a motion to adjourn the meeting at 7:46 (19:46) and it was seconded by Larry Gillen. Motion carried.

Attendance

President:

Vice President: D. Richard Ransom

Directors: Jamie Lagassie, John Andryzeck, Karl Jacobs, and Larry Gillen

Chiefs: Stephen Elovirta, JR, Shawn Wainman

Treasurer: Amy O'Toole

Clerk: Amanda O'Toole

Paid Firefighter: Kevin Archer

Guests: Terri Collins & Bruce Weller

Absent: Richard Winn, Keith Archer, Jim Shanley and Norman Bird

Next Meeting:

June 14th, 2023 @ Pleasant Valley Fire House 19:30 (7:30pm)

Respectfully submitted,

Amanda O'Toole, District Clerk

Attachments: materials distributed during meeting and emailed before meeting.