

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

**Meeting Date: December 13, 2006 Pleasant Valley**

Meeting was called to order by President Winn at 1934 Hrs.

**Clerk's Report**

Minutes of the previous meeting had been distributed prior to the meeting by the Clerk. Chief Legeyt noted that the November minutes did not correctly identify the location of the December meeting. A motion was made to accept the minutes with a correction as noted, by Terri Collins. Seconded by John Andryzeck. Motion carried.

**Treasurer's Report**

The Treasurer's report was distributed. The treasurer requested that any bills from Valley Energy be forwarded to her immediately. A motion was made by Terri Collins to accept the report as presented. Seconded by James Shanley. Motion carried.

**Bills**

**District**

<b><u>Amount \$</u></b>	<b><u>Payable To</u></b>	<b><u>Account</u></b>
28.04	Richard Healy	FM mileage
36.49	Richard Healy	FM mileage (Oct & Nov)
40,484.85	Sun Trust	Capital (BE Addition)
18,398.13	LCD	Dispatch services
1202.00	St. Frances	Health and safety
1700.00	Tedford and Henry	Legal

**Barkhamsted East**

<b><u>Amount \$</u></b>	<b><u>Payable To</u></b>	<b><u>Account</u></b>
276.78	Pioneer Products	Equipment maintenance
164.95	Shipman's Fire Equipment	Equipment maintenance
33.75	Shipman's Fire Equipment	Equipment maintenance
132.40	Paine's Inc.	Building maintenance
302.99	Pentech Safety (Forestry grant)	New equipment
1766.95	Pentech Safety (vent saw)	New equipment
472.65	Hoffman Hardware (sawzall)	New equipment
84.95	Hoffman Hardware	New equipment
135.33	Hoffman Hardware	Building maintenance
1698.30	Toce Brothers (6 tires for E-3)	Equipment maintenance
450.00	Fire training school Torrington	Fire school

**Pleasant Valley**

<b><u>Amount \$</u></b>	<b><u>Payable To</u></b>	<b><u>Account</u></b>
40.00	Bob's Trucking	Building maintenance
154.95	Pittsfield Communications	Communications maintenance
32.66	Hoffman Hardware	Equipment maintenance
31.50	Hoffman Hardware	Building maintenance
96.00	Burville Fire School	Fire school
450.00	Burville Fire School	Fire school

**Riverton**

<b>Amount \$</b>	<b>Payable To</b>	<b>Account</b>
105.00	Industrial Safety	New equipment
105.00	Northeastern Fire	Equipment maintenance
190.91	Hoffman Hardware	Equipment maintenance
102.40	Shipman's Fire Equipment	Equipment maintenance
168.54	Canton Auto Supply	New equipment

**A motion was made to accept and pay the bills, as presented, by Terri Collins. Seconded by John Andryzeck. Motion carried.**

**Correspondence**

1. President Winn discussed a letter sent by Marq Johnson to Karen Nelson regarding Inland Wetlands.
2. President Winn reported that a de-certification notice has been received regarding Deputy Fire Marshall Galinski.
3. President Winn reported that a letter was received from Steve Williams indicating an interest in the Deputy Fire Marshal position.
4. President Winn reported that a letter was received from Fire Marshal Healy resigning his position as fire marshal effective 12/31/06.

**Chiefs' Report**

**Barkhamsted East:** Chief Legeyt reported that they responded to 8 calls in the last month. Manning is 9 firefighters, 3 fire police and no juniors.

**Pleasant Valley:** Chief Lagassie reported that they responded to 13 calls in the last month. Manning is at 23 firefighters, 6 fire police and 5 juniors.

**Riverton:** Chief Gillen reported that they responded to 7 calls in the last month. Manning is 19 firefighters, 4 fire police and 8 juniors.

**Fire Marshal's Report**

A report from Fire Marshal Healy was distributed. Hiring a new fire marshal was discussed. It was decided that a meeting will be held at the Pleasant Valley Firehouse on 1/3/07 starting at 1900 hrs. to interview candidates.

Vice President Richard Ransom assumed the chair of the meeting. **A motion was made by Richard Ransom that Richard Winn be appointed as an interim Fire Marshal effective 1/1/07. Seconded by Terri Collins. Motion carried.**

The chair was returned to President Winn.

**Daytime Driver's Report**

Report for November was distributed. The van has been sold, payment received and the new owner has removed it.

**Committee Reports**

**Capital:**

1. Barkhamsted East: Chief Legeyt reported no change in status for the truck or the addition.
2. Pleasant Valley truck: Chief Lagassie reported on the progress being made on a new rescue truck. He distributed preliminary drawings which show the size and layout of the truck which will have an 8-man cab, will be walk-around style, CDL weight, and other features.
3. Riverton addition: Chief Gillen reported that the plans have been distributed to solicit bids.

**Insurance:** President Winn discussed steps for upgrading the ISO rating. The VFIS agent is still working on the rider for additional workers comp coverage. He was requested to do the same for uninsured motorist.

**Fire fighter Award:** President Winn reviewed the progress of investments.

**Health and Safety:** Terri Collins reported that she has distributed a physical status list to the three chiefs.

**Policy:** Chairman Bird who was not present had requested that minutes of the most recent Policy Committee be attached to these minutes. President Winn indicated that there is an error in the OSHA reference cited in the District's respiratory policy. The award point system was discussed. The status of the sexual harassment policy was discussed.

**A motion was made by Ken Cyr that the District adopt as a Sexual Harassment policy the Sexual Harassment document presented by the Policy Committee. Seconded by Richard Ransom. Motion carried.**

**Communications:** Chief Lagassie reported that Pleasant Valley needs 3 pagers.

#### Unfinished Business

1. Dry Hydrants: Marq Johnson is working on new dry hydrants in the District. The District was billed \$1078.28 for a utility marking service related to installing dry hydrants. **A motion was made by Ken Cyr to pay the marking service bill from the capital account. Seconded by Richard Ransom. Motion carried.**
2. Grants: nothing to report.
3. Old communication equipment: Storm Connor has indicated a willingness to help sell old communications equipment.

#### New Business

1. President Winn distributed a 10/25/06 letter from the CT Department of Labor commissioner which outlines guidelines for Junior firefighters. This was discussed.
2. A motion was made by Ken Cyr to enter executive session to discuss pending litigation. Seconded by Richard Ransom. Motion carried. Executive session started at 2045 hrs. A motion was made by Ken Cyr to exit executive session. Seconded by John Andryzeck. Motion carried. Executive session ended at 2052 hrs.

#### **Adjournment**

A motion was made by Ken Cyr to adjourn the meeting. Seconded by Richard Ransom. Motion carried. President Winn adjourned the meeting at 2053 hrs.

#### **Attendance**

Directors: Andryzeck, Collins, Cyr, Ransom, Rebick, Shanley, Winn  
Chiefs: Gillen, Lagassie, Legeyt

**Next Meeting:** January 10, 2007 at Riverton.

Respectfully submitted,



**James H. Shanley, Jr.**

District Clerk

Attachments: written material distributed during meeting.